



County Commission

Regular Meeting Agenda

400 East Locust Street, Room 201

Union, MO 63084

<http://www.franklinmo.org/>

Tuesday, December 31, 2019

10:00 AM

Commission Chambers

Opening

I. Call to Order

II. Minutes Approval

1. Friday, November 15, 2019
2. Tuesday, December 17, 2019
3. Wednesday, December 18, 2019

III. Public Request for Discussion/Action

IV. Action Items

- a. **Commission Order 2019-524** In the Matter of Approving and Authorizing Execution of an Agreement with Personnel Evaluation, Inc.
- b. **Commission Order 2019-525** In the Matter of Re-Appointing Human Resources Director
- c. **Commission Order 2019-526** In the Matter of Approving and Authorizing Execution of a Contract with Wisper Internet
- d. **Commission Order 2019-527** In the Matter of Re-Appointment to the Franklin County Community Resource Board (FCCRB)
- e. **Commission Order 2019-528** In the Matter of Re-Appointments to the Franklin County Transportation Committee
- f. **Commission Order 2019-529** In the Matter of Finding Certain Equipment as Surplus to the Needs of Franklin County and Further Authorizing the Disposal of Such
- g. **Commission Order 2019-530** In the Matter of Approving and Authorizing Execution of an Equipment Support Agreement with Tipton Systems for Office Equipment Maintenance
- h. **Commission Order 2019-531** In the Matter of Approving and Authorizing the Disposition of Unclaimed Weapons by the Franklin County Sheriff's Department to Cedar Falls Tactical, LLC
- i. **Commission Order 2019-532** In the Matter of Authorizing Execution of a Memorandum of Understanding and Related Documents with HepC Alliance for 2020

- j. Commission Order 2019-533** In the Matter of Authorizing Execution of a Payroll Deduction Agreement with Liberty National Life Insurance Company
- k. Commission Order 2019-534** In the Matter of Approving Change Order #4 to River City Construction, LLC for the Additions and Renovation to Existing Franklin County Sheriff Station, Jail and Communication Center
- l. Commission Order 2019-535** In the Matter of Approving Change Order #5 to River City Construction, LLC for the Additions and Renovation to Existing Franklin County Sheriff Station, Jail and Communication Center
- m. Commission Order 2019-536** In the Matter of Approving Change Order #6 to River City Construction, LLC for the Additions and Renovation to Existing Franklin County Sheriff Station, Jail and Communication Center
- n. Commission Order 2019-537** Appropriation Order Budget for Fiscal Year 2020
- o. Commission Order 2019-538** In the Matter of Approving the Consent Agenda and all the Items Listed Thereon
- p. Commission Order 2019-539** In the Matter of Approving and Authorizing the execution of an Application for Evanston Insurance Company to Provide Professional Liability Insurance

V. Discussion Items and Reports

- A.** Elected Official and Departmental Reports (as needed)
- B.** Commission Discussion

VI. Adjournment



County Commission

400 East Locust Street, Room 201
Union, MO 63084

Working Session

<http://www.franklinmo.org/>

MINUTES

Angela Gibson

Friday, November 15, 2019

10:00 AM

Commission Conf. Room

I. Call to Order

Attendee Name	Present	Absent	Late	Arrived
Presiding Commissioner Tim Brinker	<input checked="" type="checkbox"/>			
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>			
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>			
Angela Gibson, Executive Assistant	<input checked="" type="checkbox"/>			
Nathan Stooke, CEO Wisper Internet				

- II. Discussion was held with Nathan Stooke, Wisper Internet regarding the status of broadband opportunities for Franklin County. Wisper Internet will have their website updated to be utilized for public information. Public requests can be referred to Wisper website and fill out an application for a connectivity request. Stooke also requested pin point recommendations from Franklin County for areas that are high priority for connectivity. Public requests can be referred to Wisper website and fill out an application for a connectivity request.

III. Adjournment

Having no further business the meeting adjourned at 10:30 AM.



County Commission

400 East Locust Street, Room 201

Union, MO 63084

<http://www.franklinmo.org/>

Regular Meeting Agenda

Tuesday, December 17, 2019

10:00 AM

Commission Chambers

Opening

I. Call to Order

Attendee Name	Present	Absent	Late	Arrived
Presiding Commissioner Tim Brinker	<input checked="" type="checkbox"/>			
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>			
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>			
Angela Gibson, Executive Assistant	<input checked="" type="checkbox"/>			
Mark Piontek, County Counselor	<input checked="" type="checkbox"/>			
Tony Henry, Maintenance Director	<input checked="" type="checkbox"/>			
Lauren Drumm, HR Director	<input checked="" type="checkbox"/>			
Tom Copeland, Assessor	<input checked="" type="checkbox"/>			
Tammy Vemmer, Auditor	<input checked="" type="checkbox"/>			
Sheriff Pelton	<input checked="" type="checkbox"/>			
Lori Ruby Wright	<input checked="" type="checkbox"/>			
Scottie Eagan, Planning and Zoning	<input checked="" type="checkbox"/>			
Jim Grutsch, Highway Administrator	<input checked="" type="checkbox"/>			
Abe Cook, EMA Director	<input checked="" type="checkbox"/>			
Angie Hittson, Health Department Director	<input checked="" type="checkbox"/>			
Ann Struttmann, Purchasing Director	<input checked="" type="checkbox"/>			
Jenny Metcalf, Recorder of Deeds	<input checked="" type="checkbox"/>			
Monte Miller, Missourian	<input checked="" type="checkbox"/>			
Mary Jo Straatmann, Public Administrator	<input checked="" type="checkbox"/>			

II. Minutes Approval

1. Tuesday, December 10, 2019

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

2. Tuesday, December 12, 2019

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

III. Public Request for Discussion/Action

IV. Action Items

- a. Commission Order 2019-510** In the Matter of Approving the Maximum Rates for Retiree and Cobra Participants

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

- b. Commission Order 2019-511** In the Matter of Approving and Authorizing Execution of an Agreement with SEM Applications, Inc.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

- c. Commission Order 2019-512** In the Matter of Approving a Membership Application, Service Contract and Utility Easement with Crawford Electric Cooperative, Inc.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

- d. Commission Order 2019-513** In the Matter of Amending Commission Order 2019-498 Pertaining to the Application for CNA Healthcare to Provide Physicians Liability Insurance

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

- e. Commission Order 2019-514** In the Matter of Accepting an Offer to Purchase Certain Real Property from Franklin County and Authorizing Execution of a Trustee’s Deed in Order to Convey Such Property

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

- f. Commission Order 2019-515** In the Matter of Appointing Personnel to Various Positions within Franklin County

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

g. Commission Order 2019-516 In the Matter of Accepting a Proposal from Mueller & Neff Real Estate Appraisers and Consultants, Inc. to Provide Appraisal Services for Appeals to the Missouri State Tax Commission

Mark Piontek, County Counselor, explained the commission order and proposal approval request pertains to the appeals filed by Wal-Mart and the appraisals will better prepare Franklin County for the appeal hearings with the Missouri State Tax Commission. Tammy Vemmer, Auditor, asked the Commission if the services will be billed for the 2019 or 2020 budget year and who will pay for the costs. Piontek stated the appraisals should be completed in February or March. Brinker stated the contracted services will be complete and it will be determined where the funds will come from.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

h. Commission Order 2019-517 In the Matter of Setting the Rate of Compensation for the Franklin County Municipal Court Judge

Presiding Commissioner Brinker stated that Judge Gael Wood submitted a letter of resignation to the Commission effective December 31, 2019. A replacement will be appointed by the Presiding Judge for the interim period of the term.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

i. Commission Order 2019-518 In the Matter of Approving the Quote Submitted by Kaiser Electric to Provide Electrical Upgrades to the Radio Tower Located at Mercy Hospital – Washington

Abe Cook, EMA Director, informed the Commission the County is not charged by Mercy for their towers. Kaiser is Mercy's electrician of choice and will complete the upgrades.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

j. Commission Order 2019-519 In the Matter of Approving and Authorizing Execution of a Contract for Professional Services

Commissioner Hinson asked Tammy Vemmer, Auditor, to confirm if the County is reimbursed by Child Support Enforcement for the professional services. Vemmer said the costs are reimbursed.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

k. Commission Order 2019-520 In the Matter of Awarding the Bid for a Drone for the Franklin County Sheriff's Office

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

l. Commission Order 2019-521 In the Matter of Awarding Bids for Contracted Services
Recommended by the Purchasing Department

Commissioner Hinson amended the commission order to reflect the following additions to the bid awards: 1.) Aggregate bid awards: Capital Quarries Company; 2.) Equipment Rental: Cummings, McGowan & West and GW VanKeppel Co. 3.) Signs: Custom Products Corporation. These changes will be reflected in the commission order.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

m. Commission Order 2019-522 In the Matter of Approving the Consent Agenda and all the Items Listed Thereon

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

V. Discussion Items and Reports

- A.** Elected Official and Departmental Reports (as needed)
- B.** Commission Discussion

Presiding Commissioner Brinker recognizes a great job done by Tony Henry and his staff for the snow removal and to Sheriff Pelton for the officers and staffs efforts during the winter storm experience.

VI. Adjournment

Having no further business the meeting adjourned at 10:30 AM.

Voter Name	Motion	Second	Aye
Second District Commissioner Dave Hinson		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Presiding Commissioner Tim Brinker			<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>



County Commission

400 East Locust Street, Room 201
Union, MO 63084

Public Hearing

<http://www.franklinmo.org/>

Minutes

Angela Gibson

December 18, 2019

10:30 AM

Commission Chambers

Opening

I. Call to Order

Attendee Name	Present	Absent	Late	Arrived
Second District Commissioner Dave Hinson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Presiding Commissioner Tim Brinker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Angela Gibson, Executive Assistant	<input checked="" type="checkbox"/>			
Tammy Vemmer, Auditor	<input checked="" type="checkbox"/>			
Elizabeth Hellmann, Executive Assistant	<input checked="" type="checkbox"/>			

II. Public Hearing on the second proposed amendments to the 2019 budget

Tammy Vemmer, Auditor, states that as a result of the County's outside auditor and Jeanine Stevens recommendation, contingencies were added to the budget.

1. Commission Order 2019-523 In the Matter of Approving and Authorizing the Second Proposed Amendments to the 2019 Budget

Voter Name	Motion	Second	Aye
Presiding Commissioner Tim Brinker		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

III. Adjournment

Having no further business the meeting adjourned at 10:34 a.m.

Voter Name	Motion	Second	Aye
Presiding Commissioner Tim Brinker		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
First District Commissioner Todd Boland	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Agreement

**IN THE MATTER OF APPROVING
AND AUTHORIZING EXECUTION
OF AN AGREEMENT WITH
PERSONNEL EVALUATION, INC.**

WHEREAS, the Franklin County Sheriff's Department endeavors at all times to hire the best and most qualified personnel; and

WHEREAS, in order to accomplish the goal of hiring the best personnel possible, it is necessary that all potential employees of the Franklin County Sheriff's Department undergo a rigorous pre-employment screening; and

WHEREAS, Personnel Evaluations, Inc. has the ability to provide the type of evaluation system required by the Franklin County Sheriff's Department at an apparent cost, as reflected on the attached Agreement, which is less than the threshold required to mandate the use of competitive bidding.

IT IS THEREFORE ORDERED that the proposal from Personnel Evaluation, Inc. is hereby accepted and approved and that Mandy Warnecke, with the Franklin County Sheriff's Office, is authorized to execute said proposal on behalf of Franklin County.

IT IS FURTHER ORDERED that an executed copy of said Agreement and a copy of this Order be provided to Personnel Evaluations, Inc.; Steven Pelton, Sheriff; Mandy Warnecke; and Ann Stuttmann, Purchasing Agent.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

2020 PEP LICENSE AND TRADE SECRETS AGREEMENT

The Personnel Evaluation Profile (PEP) is one of the most advanced and effective pre-employment screening tools available. The sale, use and administration of the PEP is restricted only to those firms and individuals authorized in writing by Personnel Evaluation, Inc. (PEI). This license agreement is required to protect the confidential nature of the copyrighted survey materials, administrative manuals, and printout reports and to ensure that the survey is properly administered and evaluated by qualified personnel.

It is agreed and understood that the PEP is the sole property of PEI. All rights are reserved; any reproduction or duplication of any part of the survey booklet, administrative manuals or printouts is prohibited without prior written permission from PEI. Violators will be prosecuted to the full extent of the applicable country's law! The PEP and associated manuals and materials will be promptly returned to PEI upon termination of this agreement.

It is further agreed that all survey materials, manuals, printouts, etc. associated with the PEP will be strictly controlled. The materials will be kept in a secured area with access limited only to authorized personnel. All survey results/printouts will be disclosed to authorized personnel only. PEP results will not be stored in applicants' personnel files and results will not be given out to job applicants under any circumstances without prior written approval from PEI. PEP results are considered to be "trade secrets" any release of PEP results that are required by State or Federal law will only be released in a manner that is consistent with preserving those trade secrets and measures will be undertaken to ensure "preservation of secrecy."

It is agreed and understood that the PEP is to be used as a screening "tool" to assist in the hiring process and should not be used as the **sole** basis for making a hiring decision and the survey will be administered, scored and used in accordance with the guidelines provided by PEI. It is understood that there are no perfect screening tools; all are subject to some degree of error. The licensee is ultimately responsible for whom they hire. PEI bears no responsibility or liability for hiring mistakes. Hiring decisions should be based upon the applicant's employment history, references, job interview(s), job skills, other written screening tools (if applicable), and criminal records checks, etc. The PEP was designed to meet EEOC Guidelines and to comply with federal and state laws, however PEI and its employees or agents cannot be held responsible for discriminatory practices of the hiring company. The PEP may not be used in Massachusetts or Rhode Island. Clients are responsible for monitoring their local and state laws to ensure that all parts of their hiring process, including the PEP, remain in compliance. It is agreed that if the licensee decides to use the PEP as a pass/fail instrument, the licensee will consult with Personnel Evaluation, Inc. to establish the specific raw score cut-off. If raw score cut-offs are used, the licensee agrees to supply EEOC data to PEI to ensure no adverse impact is occurring. Client agrees to participate in the PEP Share Program (Agreement dated 2020) and agrees to all provisions of said document including fees, release of information and liability.

It is agreed that PEP surveys manuals, printouts or related materials will not be supplied to any outside person, agency, educational institution, etc. without written permission from PEI except for professional consultants of the licensee for statistical, legal or psychological studies.

If Client is not satisfied and discontinues during the trial period, PEI will credit the cost of the trial program back to Client; however, Client **MUST** receive a minimum of (10) verbal consultations in order to ensure complete understanding of the program before a refund is given. It is understood that PEI may terminate the license agreement at any time if the PEP is not administered and used in a fair and ethical manner consistent with the guidance provided.

Price per survey: \$20.00 Extra Laminated booklets: \$15.00 each (if needed)

Above fee will be billed on a monthly basis as surveys are used. Licensee understands and agrees that all payments will be made within 30 days of invoice. Survey invoices not paid within 30 days will have interest assessed.

Licensee

Agency Name: Franklin County Sheriff's Dept. (MO)

Address 1 Bruns Ln, Union, MO 63084

Agency Official: Mandy Warnecke Title:

Signature Date:

Facsimile signatures shall be sufficient unless originals are requested by third party.

Personnel Evaluation, Inc. Acceptance

Signature Chris Wicklund, Sales Manager Date: 1-1-20

Personnel Evaluation, Inc. - 11138 West Greenfield Avenue - Milwaukee, WI 53214

414-256-3600 - toll free 888-734-2727

fax: 414-256-3606 - toll free fax 800-414-0042

PEP Share Program Agreement - 2020

Many agencies/businesses utilize the Personnel Evaluation Profile (PEP) as part of their evaluation process and there are many applicants who have previously taken the PEP for other agencies. The ability to access and compare an applicant's previous results can be extremely valuable in the evaluation process.

Prior PEP results are only released if the applicant signs the attached release form. Upon receipt of the candidate's release form, we will search our files and release his/her results from previous participating agency application processes. When prior results are found, a consistency report will be provided, highlighting any noteworthy differences in the way the applicant answered questions regarding their background and value system. An \$8.00 processing fee will be charged for each prior result found and released (there is a \$5.00 search fee if no results are found).

Please note: This form authorizes access to information only if the requesting agency has both a current PEP result and the signed applicant release form.



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Appointment

IN THE MATTER OF RE-APPOINTING HUMAN RESOURCES DIRECTOR

WHEREAS, Missouri law authorizes the various county commissions to appoint qualified personnel to various positions within the county government; and

WHEREAS, the Franklin County Commission appoints Lauren Graham as the Franklin County Human Resources Director.

IT IS THEREFORE ORDERED by the Franklin County Commission that Lauren Graham is appointed as the Human Resources Director effective January 1, 2020 through December 31, 2020.

IT IS FURTHER ORDERED that a copy of this Order be delivered to Lauren Graham, Human Resources Director; and to Tammy Vemmer, Franklin County Auditor.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Agreement

**IN THE MATTER OF APPROVING AND
AUTHORIZING EXECUTION
OF A CONTRACT WITH WISPER INTERNET**

WHEREAS, WISPER Internet currently provides internet services to Franklin County; and

WHEREAS, a renewal is necessary to provide the County of Franklin with the necessary internet services consistent with the Confirmation of Service Order attached hereto.

IT IS THEREFORE ORDERED by the County Commission of Franklin County that the Confirmation of Service Order with WISPER Internet is hereby approved and that Presiding Commissioner is hereby authorized to execute said agreement on behalf of Franklin County.

IT IS FURTHER ORDERED that a copy of the executed agreement and a copy of this Commission Order be provided to Tammy Vemmer, Auditor; Ann Struttmann, Purchasing; and to WISPER Internet.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



Fiber Optic High Capacity Term Payment Plan (HC-TPP)
Confirmation of Service Order

This Confirmation of Service Order ("Order") serves as a confirmation of Customer's agreement to purchase High Capacity Fiber Optic Service ("Service") under a term plan according to prices, quantities, terms and conditions set forth herein.

Rates The MMRC (*Minimum Monthly Revenue Commitment*) is based on term plan rates in effect at the time Service is ordered, and is set forth on Page 2. During the term rate decreases, as applicable, will automatically be applied to the MMRC, the MMRC will be reduced accordingly. Rates will not increase above MMRC set forth on page 2 for Service between the locations listed in this Order. Charges may change if a Service location is moved.

Term and Expiration The Service term is the term plan selected by Customer on Page 2. Upon expiration of the Service term, the MMRC will revert to the prevailing month-to-month rates unless Customer provides notification of renewal or cancellation 60 days prior to completion of the Service term. Upon renewal new MMRC will be applied based on rates in effect at that time.

Upgrade A customer may upgrade HC-TPP circuits to other qualified services without Termination Liability given that: 1.) The customer identifies the circuits being moved; 2.) The upgrades are based on those rates currently in effect at the time of the upgrade, and; 3.) The due date to disconnect the HC-TPP and the due date to connect the qualifying service must be the same.

Move In the event Customer moves one end of Service to a new location, Customer will not incur early termination charges provided termination of the old circuit and installation of the new circuit are ordered to occur concurrently. Non-recurring charges will apply at the new location as applicable. Customer's MMRC will not change unless the new location is served out of a different central office. Any changes to the MMRC will be based on rates in effect at the time of Customer's execution of this original Order. Revised MMRC will be automatically applied for the months remaining in the Service term plan. If Customer moves both ends of the Service circuit concurrently, Customer will be liable for an early termination charge.

Early Termination In the event Customer terminates the Service in whole or in part prior to the expiration of the term plan (Except as otherwise permitted in this Order), Customer will be liable for an early termination charge. Customer's termination liability for cancellation of circuit will be a percentage of the MMRC for the remainder of the term as indicated below:

- Termination % = 50% for a two or three year HC-TPP

Assignment Customer shall not assign or otherwise transfer any rights or obligations under this Order without prior written consent of Wisper MO NO. 2, LLC, which consent shall not be unreasonably withheld or delayed. Any such assignment without prior written consent of Wisper MO NO. 2, LLC shall be void.

Liability The liability of Wisper MO NO. 2, LLC, its affiliates, successors, agents or "assigns" for damages from Service interruptions or defects shall not exceed the prorata amount of MMRC for the time Service was affected.

Tariffs In the event of conflict or discrepancy between provisions of this Order and provisions of the applicable tariff, the provisions of the tariff will prevail. This Order and the applicable tariffs are the complete agreement of the parties and supersede any discussions, representation, or proposals, written or oral, concerning the Service.



Fiber Optic High Capacity Term Payment Plan (HC-TPP)
Confirmation of Service Order

Order Type:	New:	Renewal:	Change:	Move:	Add:	Remove:	Upgrade:	Disconnect:
		X						
Existing Contract No:					Existing Circuit ID:			
Term Plan:	12Mo.	24 Mo.	36Mo.	Rates in Effect Date	Requested Installation Date	Circuit Capacity		
Yes	X			6/1/2011	ASAP	100mbs		
MMRC:	\$900.00			Non Recurring Charges:	\$0.00		Circuit Quantity:	
							1	
Service Location No. 1: 214 Elm St. Washington, MO 63090					Service Location No. 2: 400 E. Locust Union, MO 63084			

Your signature acknowledges that you understand and accept the terms and conditions on Pages 1 and 2
And that you are authorized to make the commitments under this Order

Franklin County Information Technology
Company Name

Wisper MO NO, 2, LLC

Authorized Signature

Authorized Signature

Print Name and Title

Nathan Stook, CEO

Print Name and Title

400 E. Locust
Billing Address

Union, MO 63084
City, State, Zip

Larry Sikes
Customer Contact

636-583-7354
Customer Contact Phone Number

Special Provisions

1. Customer to supply CPE Equipment including routers.
2. Up to 14 IP addresses provided if required including router addresses.
3. *Lines are monitored 24x7 by Wisper Internet in the unlikely event of line problems.*
4. As a condition of providing service, Wisper ISP will provide email service for county functions up to 500 email addresses, spam monitoring and support. County will provide day to day email additions/deletions as required.
5. Wisper ISP will provide outbound texting server for use of 911 services in cooperation with county IT department.



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Appointments

IN THE MATTER OF RE-APPOINTMENT TO THE FRANKLIN COUNTY COMMUNITY RESOURCE BOARD (FCCRB)

WHEREAS, it is hereby ordered by this Commission that the following be re-appointed to the Franklin County Community Resource Board (FCCRB) for a term ending December 31, 2023 or until a successor(s) is appointed.

James Haynes
227 Howards Rd.
Robertsville, MO 63072

Dorothy Schowe
1128 Olive Rd.
New Haven, MO 63068

Missie Evert
7003 Highway AJ
Union, MO 63084

IT IS FURTHER ORDERED that a copy of this order be delivered to the appointed member and to Annie Foncannon, Executive Director Franklin County Community Resource Board, P.O. Box 126, Union, Missouri 63084.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Appointments

IN THE MATTER OF RE- APPOINTMENTS TO THE FRANKLIN COUNTY TRANSPORTATION COMMITTEE

WHEREAS, on July 17, 2007 the Franklin County Commission re-organized the Transportation Committee to analyze all the infrastructure and public service needs within Franklin County to include public transportation system; and

WHEREAS, the existing terms of the members of the Committee expire on December 31, 2019 and it is, therefore, necessary to reappoint members to the Committee; and

WHEREAS, the term of each member shall be for one year commencing on January 2, 2020 and ending on December 31, 2020.

IT IS HEREBY ORDERED, that the following citizens, representing the various townships, be appointed to Franklin County Transportation Committee as follows:

Robert Schaffer, 210 West Washington, Sullivan, MO 63080	City of Sullivan
Jonathan Zimmermann, 500 East Locust Street, Union, MO 63084	City of Union/USRD
Kathleen Trentmann, P.O. Box 236 New Haven, Mo. 63068	City of New Haven
John Nilges, 405 Jefferson Street, Washington, MO 63090	City of Washington
Travis Dierker, #1 Paul Parks Drive, St. Clair, MO 63077	City of St. Clair
Steve Roth, 300 Hoven, Pacific, Mo. 63069	City of Pacific
Nick Grube, P.O. Box 59 Gerald, MO 63037	City of Gerald
Harold Englert, P.O. Box 85, Berger, MO 63014	City of Berger
Richard Ray, 260 James Street, Sullivan, MO 63080	Oak Grove Village
Kirby Scheer, 8584 Highway YY, New Haven, Mo. 63068	Lyon Township
Bill Evans, 887 Frost Rd., Grubville, MO 63041	Prairie Township
Tim Brinker, 400 East Locust, Room 206 Union, MO 63084	Franklin County Presiding Commissioner
Jim Grutsch, 400 East Locust, Room 003A Union, MO 63084	Franklin County Highway Administrator
Bernie Westhoelter, 4871 South Point Road, Washington, MO 63090	Washington Special Road Distric

IT IS FURTHER ORDERED a copy of this order be delivered to each appointee and the Highway Administrator.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Surplus Property

**IN THE MATTER OF FINDING CERTAIN
EQUIPMENT AS SURPLUS TO THE NEEDS
OF FRANKLIN COUNTY AND FURTHER
AUTHORIZING THE DISPOSAL OF SUCH**

WHEREAS, under Missouri Law the County Commission has custody and control of all real and personal property in the possession of the County, and;

WHEREAS, the County Commission may, from time to time, dispose of certain excess property or equipment in a manner in which it deems appropriate and consistent with Missouri Law, and;

WHEREAS, the Franklin County Auditor has made application to the County Commission for authority to dispose of certain items described as surplus and outdated that are excess to the need of Franklin County, and;

WHEREAS, it is the desire of the Franklin County Commission to dispose of the excess equipment, referenced in attachment, in a manner that assures that the best interests of the citizens of the County have been met.

NOW THEREFORE IT IS ORDERED, by the Franklin County Commission, that said surplus items be disposed of by either submitting such items to Purple Wave, Inc or GovDeals to be auctioned or donated to authorized not-for-profit entities, thrown away, destroyed, or scrapped for salvage value as determined by the office responsible for each such item or used as a trade-in.

IT IS HEREBY ORDERED, that a copy of this order be delivered to Tandra Vemmer, County Auditor; Sheriff Steve Pelton; Ann Struttman, Purchasing Dept.; Jeannine Stevens, County Clerk's Office; Michelle Patke, Highway Department.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

**ITEMS TO BE SURPLUSED
DECEMBER 2019**

SURPLUS #	FC #	DEPT.	ITEM DESCRIPTION	SERIAL #	MISC.
818	-	HIGHWAY	SCRAP CULVERTS	-	TAKEN TO RECYCLING
	51066	SHERIFF	GLOCK MODEL G22	PRH340	STOLEN
	-	SHERIFF	AR556SBR RIFLE	853-34987	STOLEN
	-	SHERIFF	GLOCK MODEL 27	LSK812	STOLEN
		THE FOLLOWING ITEMS WERE REMOVED DURING PREVIOUS ADMINISTRATION:			
	8550	SHERIFF	TASER GUN	X00-010336	
	8551	SHERIFF	TASER GUN	X00-010392	
	8552	SHERIFF	TASER GUN	X00-010422	
	8553	SHERIFF	TASER GUN	X00-011008	
	50418	SHERIFF	TASER X26	X00-423644	
	50419	SHERIFF	TASER X26	X00-406769	
	50423	SHERIFF	TASER X26	X00-258424	
	50436	SHERIFF	TASER X26	X00-406934	
	50439	SHERIFF	TASER X26	X00-407132	
	50443	SHERIFF	TASER X26	X00-092355	
	50556	SHERIFF	X26 BLACK/SILVER TASER BT/XDPM	X00-617939	
	50622	SHERIFF	BLACK/SILVER TASER/DPM	-	
	50846	SHERIFF	X26 BLACK/SILVER TASER BT/XDPM	X00-610084	
	50985	SHERIFF	X26 BLACK/SILVER TASER BT/XDPM	X00-407124	
	50986	SHERIFF	X26 BLACK/SILVER TASER BT/XDPM	X00-644432	
	50987	SHERIFF	X26 BLACK/SILVER TASER BT/XDPM	X00-258369	
	51328	SHERIFF	X26 BLACK/SILVER TASER & HOLSTER	X00-717519	
	51651	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011385	
	51652	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011386	
	51653	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011387	
	51655	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011389	
	51656	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011390	
	51657	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011391	
	51658	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011392	
	51659	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011393	
	51660	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011394	
	51661	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011395	
	51662	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011396	
	51663	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011397	
	51664	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011398	
	51665	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011399	
	51666	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011400	
	51667	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011401	
	51668	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011402	
	51669	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011403	
	51670	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011404	
	51671	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011405	
	51672	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011406	
	51673	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011407	

SURPLUS #	FC #	DEPT.	ITEM DESCRIPTION	SERIAL #	MISC.
	51674	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011408	
	51675	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011409	
	51676	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011410	
	51677	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011411	
	51678	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011412	
	51679	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011413	
	51680	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011414	
	51681	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011415	
	51682	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011416	
	51683	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011417	
	51684	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011418	
	51685	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011419	
	51686	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011420	
	51687	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011421	
	51688	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011422	
	51689	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011423	
	51690	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011424	
	51691	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011425	
	51692	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011426	
	51693	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011427	
	51694	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011428	
	51695	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011429	
	51696	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011430	
	51697	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011431	
	51698	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011432	
	51699	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011433	
	51700	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011434	
	51701	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011435	
	51702	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011436	
	51703	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011437	
	51704	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011438	
	51705	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011439	
	51706	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011440	
	51707	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011441	
	51708	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011442	
	51709	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011443	
	51710	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011444	
	51711	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011445	
	51712	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011446	
	51713	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011447	
	51714	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011448	
	51715	SHERIFF	STINGER KRO-75899 BLACK FLASHLIGHT	011449	
	51764	SHERIFF	STREAMLIGHT STINGER LED FLASHLIGHT	-	
	51765	SHERIFF	STREAMLIGHT STINGER LED FLASHLIGHT	-	
	51766	SHERIFF	STREAMLIGHT STINGER LED FLASHLIGHT	-	
	51767	SHERIFF	STREAMLIGHT STINGER LED FLASHLIGHT	-	
	52026	SHERIFF	H97R LED FLASHLIGHT	-	
	52027	SHERIFF	H97R LED FLASHLIGHT	-	

SURPLUS #	FC #	DEPT.	ITEM DESCRIPTION	SERIAL #	MISC.
	52028	SHERIFF	H97R LED FLASHLIGHT	-	
	52029	SHERIFF	H97R LED FLASHLIGHT	-	
	52030	SHERIFF	H97R LED FLASHLIGHT	-	
	52031	SHERIFF	H97R LED FLASHLIGHT	-	
	52032	SHERIFF	H97R LED FLASHLIGHT	-	
	52033	SHERIFF	H97R LED FLASHLIGHT	-	
	52034	SHERIFF	H97R LED FLASHLIGHT	-	
	50669	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50670	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50671	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50672	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50673	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50674	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50675	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50676	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50677	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50678	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50679	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50680	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50681	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50682	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50683	SHERIFF	HOLOGRAPHIC WEAPON SIGHT 510	-	
	50739	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50740	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50741	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50742	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50743	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50744	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50745	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50746	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50747	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50748	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50749	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	50750	SHERIFF	HOLOGRAPHIC WEAPON SIGHT	-	
	51720	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204496	
	51721	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204497	
	51722	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204498	
	51724	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204500	
	51725	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204501	
	51726	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204502	
	51727	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204503	
	51728	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204504	
	51729	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204505	
	51730	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204506	
	51731	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204507	
	51732	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204508	
	51733	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204509	
	51734	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204510	

SURPLUS #	FC #	DEPT.	ITEM DESCRIPTION	SERIAL #	MISC.
	51735	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204511	
	51736	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204512	
	51737	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204513	
	51738	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204514	
	51739	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204515	
	51740	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204516	
	51741	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204517	
	51742	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204518	
	51743	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204519	
	51744	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204520	
	51745	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204521	
	51746	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204522	
	51747	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204523	
	51748	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204524	
	51749	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204525	
	51750	SHERIFF	KRO-69210 BLACK MOUNTED LIGHT	204526	
	51981	SHERIFF	STREAMLIGHT TLR-1S TAC LIGHT WITH STROBE	-	
	51982	SHERIFF	STREAMLIGHT TLR-1S TAC LIGHT WITH STROBE	-	
*	13726	SHERIFF	PANASONIC TOUGHBOOK CF30 LAPTOP	8LKSB16097	
*	13719	SHERIFF	PANASONIC TOUGHBOOK CF30 LAPTOP	8LKSB16087	
*	13728	SHERIFF	PANASONIC TOUGHBOOK CF30 LAPTOP	8LKSB16099	
*	13736	SHERIFF	PANASONIC TOUGHBOOK CF30 LAPTOP	8LKSB16108	

* Donating to Ripley County Sheriff's office



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Agreement

**IN THE MATTER OF APPROVING AND
AUTHORIZING EXECUTION OF AN EQUIPMENT
SUPPORT AGREEMENT WITH TIPTON SYSTEMS
FOR OFFICE EQUIPMENT MAINTENANCE**

WHEREAS, the Franklin County Collector’s Office and the Franklin County Clerk’s Office currently uses microfilm scanners provided by Tipton Systems; and

WHEREAS, it is necessary to renew the maintenance agreements, being Tipton Agreement ID number 18492, pertaining to such equipment; and

WHEREAS, the cost of the annual maintenance contract is \$2,802.00 with said sum to be billed in advance for the entire year.

IT IS THEREFORE ORDERED that the Agreements with Tipton Systems are hereby approved and Tim Brinker, Presiding Commissioner, is authorized to execute said Agreement on behalf of Franklin County.

IT IS FURTHER ORDERED that a copy of said Agreement and of this Order be provided to Tipton Systems; Doug Trentmann, Franklin County Collector; Tim Baker, Franklin County Clerk; Tammy Vemmer, Franklin County Auditor, and Ann Struttman, Purchasing Agent.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

Tipton Systems

Are We Exceeding Your Expectations?
 5725 Manchester Ave.
 St. Louis, MO 63110
 Phone: 314-781-7750
 Fax: 314-781-2997

Equipment Support Agreement

Agreement ID

18492

Page 1 of 2

Bill To: Franklin County Collector
 400 E Locust
 Union, MO, 63084

The following equipment is covered under a support agreement for the following period. If you have any questions or require information about your equipment support agreement please contact your sales representative or our service department.

Contract ID	18492	Contract Description	Full: All Parts/Labor			Start Date	01-Jan-20	End Date	31-Dec-20
Period Billing Int	Annual	Meter Billing Int	N/A	Labor Hrs Inc	ALL	Labor Surcharge	NONE	Travel Hrs Inc	ALL
								Travel Surcharge	NONE
Equipment Charge	\$2,802.00	Zone Charge	\$0.00	Other Charges	\$0.00	SubTotal	\$2,802.00	Total Contract Charge	\$2,802.00
Estimated Annual Charge	\$2,802.00								

Categories of Parts Included in Contract	
Parts	

Equipment Included under Contract (charges per billing interval)						
Equipment Location	Ship To ID	FCCUNION400ELOC	Address	Franklin County Collector 400 E Locust Union, MO, 63084		
Serial No	14322-70124	Unit ID	14322-70124	Model No	ST ViewScan STVS	Equip. Location
Description	ST ViewScan Universal Base for ViewScan III System			PMS Included	None	Equip. Value \$1,401.00
Serial No	14322-70125	Unit ID	14322-70125	Model No	ST ViewScan STVS	Equip. Location
Description	ST ViewScan Universal Base for ViewScan III System			PMS Included	None	Equip. Value \$1,401.00

FULL COVERAGE SUPPORT

Tipton Systems agrees to provide and the Customer agrees to accept support on the equipment listed, at the annual charges indicated on the equipment list, in accordance with the following terms and conditions.

1) Terms

This Agreement is effective from the commencement date and shall continue for an initial minimum term of one (1) year. Thereafter, this Agreement shall automatically be renewed for successive one (1) year terms unless terminated sooner by either party on no less than thirty (30) days prior written notice to the other party. The prices, terms, and conditions for such successive term(s) shall be those in effect at the time of renewal. All Agreements shall be billed for one (1) year in advance.

If, in the opinion of Tipton Systems, at the end of the first year or thereafter, individual items can no longer be properly or economically maintained to Tipton Systems' standards of performance on site, Tipton Systems will provide the Customer with an estimate of reconditioning charges for such equipment and Customer agrees to pay those charges and make the equipment available. Should the Customer fail to make the equipment available to Tipton Systems for reconditioning, Tipton Systems shall not be responsible for any equipment failures which are directly attributable to the need for reconditioning.

2) Support Agreement

Tipton Systems agrees to provide support availability Monday through Friday, from 9:00 a.m. to 5:00 p.m., and keep the equipment in good working order while operated in accordance with Tipton Systems' published specifications while the equipment is located within Tipton Systems' area of responsibility. Any changes to the location address of the equipment may result in additional charges.

The support provided is based on the specific performance standard needs of individual products as determined by Tipton Systems, in conjunction with the type of support coverage as selected by Customer.

FULL COVERAGE SUPPORT

Includes labor, travel charges (mileage and hourly)*, parts, adjustments, and scheduled Preventative Maintenance (PM) cleaning visits.

The agreement will state the number of PM's included in the annual agreement. PM's can be accomplished during a regular support call or at the discretion of the service manager.

Replacement parts provided by Tipton Systems may be new or recycled. All recycled parts shall meet or exceed manufacturer specifications.

*exceptions to be noted under Special instructions heading.

3) Charges

All support calls made on equipment not under support agreement shall be invoiced immediately at prevailing rates. These rates are subject to change without notice.

4) Initial Inspection and Repair

If the equipment to be covered by this agreement is not under Tipton Systems' support responsibility, nor covered by Tipton Systems' standard warranty, immediately prior to the commencement date of this Agreement, it may be subject to a chargeable inspection by Tipton Systems. Tipton Systems shall take such action as may be necessary in its judgement to place the equipment in good operating condition, including without limitation, making repairs and adjustments and replacing parts. The Customer shall pay for all labor and materials used in connection therewith at Tipton Systems' current rates.

5) Exclusions

Equipment Support Agreement

Agreement ID

18492

Page 2 of 2

Support is contingent upon the proper use of all equipment and does not include:

- A) Electrical work external to the equipment or support of accessories, attachments, or other devices not furnished by Tipton Systems.
 - B) Malfunctions caused by supply items that do not meet the original office equipment manufacturer's specifications.
 - C) Repair of damage or increase in service time resulting from:
 - 1) Accident, transportation, neglect, theft, fire, water damage, Acts of God, misuse or other than ordinary use;
 - 2) Alterations which include but are not limited to, any changes in Tipton Systems design, installation, or removal of Tipton Systems features, or any other modification, whenever any of the foregoing are performed by other than Tipton Systems representatives.
 - D) Consumable/expendable supply items include but are not limited to rollers, cleaners, ink rollers, printer tape, ribbons, coin wraps, coin tubes, endorser dies and related endorser items, belts, operation keys, coin pads, batteries, programming changes or upgrades, and various program chips or materials therefore; making specification changes or performing services connected with relocation of equipment, and adding or removing accessories, attachments, or other devices. A list of consumable items can be provided upon customer request;
 - E) Such support, which is impractical for Tipton Systems representatives to render because of alterations in the equipment or their connection by mechanical or electrical means to another machine or device;
 - F) Equipment located in an unsuitable place of installation or an unsafe or hazardous environment, as determined by Tipton Systems;
 - G) Problems relating to or caused by software which was not supplied by Tipton Systems;
 - H) Problems relating to or caused by operating environment including electrical power, heating, air conditioning, and humidity which are not within Tipton Systems specifications.
 - I) The customer will be trained on the proper cleaning procedures. If the equipment is not maintained by the customer as instructed, additional charges could be assessed.
- 6) Tipton Systems Property

Support software, test equipment, and similar property used by Tipton Systems at the installation site (even if shipped with the equipment) shall remain the exclusive property of Tipton Systems and shall be for the sole use of Tipton Systems and under the control of Tipton Systems. Such property, some of which contains confidential information of Tipton Systems includes, but is not limited to the following: Hardware Support Manuals, Service Manuals, Parts Manuals, various hand tools.

7) Access to Equipment

Tipton Systems shall have full access to the equipment to provide service thereon.

8) Equipment Modifications

If persons other than Tipton Systems representatives perform support or repair of a unit of equipment, and as a result further repair by Tipton Systems is required, such repairs are not included in the charges set forth in this Agreement, and will be made at Tipton Systems' applicable time and material rate and terms then in effect. Support by third parties could be the basis for voiding any existing warranty.

9) Governing Law

This contract shall be governed by and construed according to the laws of the State of Missouri.

10) Agreement Modifications

This Agreement may not be modified or terminated orally, and no modifications or termination nor any claimed waiver of any of the provisions hereof shall be binding unless in writing and signed by the party against whom such modification, termination or waiver is sought to be enforced.

11) Assignment

This agreement is not assignable by Customer without permission from Tipton Systems such permission not to be unreasonable withheld, and any attempt by the Customer to assign any rights, duties, or obligations which arise under this Agreement without such permission shall be void.

12) Miscellaneous

This Agreement constitutes the complete and exclusive statement of the agreement between the parties which supersedes all proposals, oral or written, and all other communications between the parties relating to the subject matter of this Agreement, any prior course of dealing, custom or usage of trade or course of performance notwithstanding which in any manner differs from or is in addition to the provisions of the Agreement shall be of no force or effect.

All drawings, designs, and techniques and improvements (whether patentable or unpatentable) made or conceived by Tipton Systems or its agents or employees in the fulfillment of this Agreement, shall be the property of Tipton Systems, and Customer agrees not to use such for its own benefit or disclose to or use for the benefit of any other person of such property.

Customer acknowledges that this Agreement has been read and understands and agrees to all terms and conditions stated herein.

	Print Name	Signature	Date
Tipton Systems Representative	_____	_____	_____
Customer Signature	_____	_____	_____



COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreement

**IN THE MATTER OF APPROVING AND
AUTHORIZING THE DISPOSITION OF
UNCLAIMED WEAPONS BY THE
FRANKLIN COUNTY SHERIFF'S DEPARTMENT
TO CEDAR FALLS TACTICAL, LLC**

WHEREAS, from time to time the Sheriff of the County of Franklin, Missouri (the "Sheriff") comes into possession of firearms that are turned in to the Sheriff's Department ("Department") by members of the public who desire to have the firearms destroyed; and

WHEREAS, from time to time the Sheriff comes into possession of firearms that are found to be abandoned without any known owner making a claim therefore; and

WHEREAS, from time to time the Sheriff comes into possession of firearms that were seized as they were used in the commission of a crime, that under Missouri law may not be returned to the owner, and for which the Department has sought and received from the Circuit Court of Franklin County an Order authorizing the Sheriff to destroy or otherwise dispose of said firearms (an "Order"); and

WHEREAS, from time to time the Sheriff comes into possession of firearms that were seized from a criminal defendant and those firearms were not used in the commission of a crime, where no one has filed a request within five (5) years of the date the criminal case was disposed of seeking the return of said firearms, and for which the Department has sought and received an Order; and

WHEREAS, some of the firearms for which the Department has sought and received an Order have value and utility to the Department for use by its Deputies; and

WHEREAS, some of the firearms for which the Department has sought and received an Order have value but do not have utility to the Department for use by its Deputies; and

WHEREAS, the Sheriff has reached an agreement with Cedar Falls Tactical, LLC ("Cedar Falls") whereby the Sheriff can trade in to Cedar Falls those firearms for which the Department has sought and received an Order that have value but do not have utility to the Department for use by its Deputies;

WHEREAS, Cedar Falls has agreed to provide credit to the Sheriff which can be used by the Department to receive from Cedar Falls weapons or equipment that can be used by the Department; and

WHEREAS, by essentially recycling those weapons either for the use of the Department's Deputies or for credit for the purchase of weapons or equipment the Sheriff is saving money for the taxpayers of the County of Franklin.

IT IS THEREFORE ORDERED by the Franklin County Commission, that the Sheriff of the County of Franklin, Missouri is hereby authorized and directed to utilize those firearms which have value and utility to the Sheriff's Department to be used by its Deputies for which the Sheriff has received an Order from the Circuit Court of Franklin County, Missouri; and

IT IS FURTHER ORDERED, by the Franklin County Commission, that the Sheriff of the County of Franklin, Missouri is hereby authorized and directed to trade in to Cedar Falls Tactical, LLC those firearms which have value but do not have utility to the Sheriff's Department for use by its Deputies, for which the Sheriff has sought and received an Order from the Circuit Court of Franklin County, Missouri and in return for which the Sheriff will receive credit which can be used by eth Department to purchase from Cedar Falls weapons or equipment that can be used by the Department; and

IT IS FURTHER ORDERED, by the Franklin County Commission, that Sheriff of the County of Franklin, Missouri is hereby authorized to execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Order, for and on behalf of and as the act and deed of the County. The County Clerk is hereby authorized and directed to attest to and affix the seal of the County to such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Order; and

IT IS FURTHER ORDERED, that this Commission order shall remain in effect until it is repealed or amended by further order of the commission; and

IT IS FURTHER ORDERED, that the County shall, and the officials, agents and employees of the County are hereby authorized and directed to, take such further action, and execute and deliver such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Order and that a copy of this Order be provided to Steven M. Pelton, Sheriff, T. J. Wild, Major/Chief Deputy, and Tim Baker, County Clerk.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



Commission Order No. 2019-532

Fourth Quarter Term 2019

COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreement

**IN THE MATTER OF AUTHORIZING
EXECUTION OF A MEMORANDUM
OF UNDERSTANDING AND RELATED
DOCUMENTS WITH HEPC ALLIANCE
FOR 2020**

WHEREAS, HepC Alliance agrees to provide free screening for people who are at risk of contracting Hepatitis C and has agreed to provide such services for the Franklin County Health Department; and

WHEREAS, the ability of HepC Alliance to provide free screening is dependent upon the use by facilities such as the Franklin County Health Department utilizing the electronic medical record system of Hep C Alliance; and

WHEREAS, the Franklin County Commission has determined that it is in the best interest of Franklin County to participate in the screening and training offered by HepC Alliance.

IT IS THEREFORE ORDERED by the Franklin County Commission that the Memorandum of Understanding submitted by HepC Alliance is hereby approved and that Presiding Commissioner is hereby authorized to execute the Memorandum of Understanding and related documents on behalf of Franklin County.

IT IS FURTHER ORDERED that a copy of this Order be provided to the HepC Alliance and to Angie Hittson, Director of the Franklin County Health Department.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

Memorandum of Understanding

Between

HepC Alliance, Inc.

This Memorandum of Understanding (MOU) sets for the terms and understanding between the HepC Alliance, Inc. and the (partner) to provide free hepatitis C testing and education.

Background

Hepatitis C is the most common blood-borne infection in the United States with 5 to 7 million people infected, 75% of which are unaware of their infected state¹. An additional 20,000 are estimated to be infected each year in the United States. The epidemic of hepatitis C has historically gone unchecked as the test to diagnose hepatitis C was not developed until 1989 and the Red Cross was only able to started testing blood supply for hepatitis in 1992. Hepatitis is the leading cause of liver transplants and in the absence of treatment, 15% to 25% of those positive for hepatitis will develop liver cirrhosis or cancer. In the next decade it is estimated that 150,000 Americans will die from hepatitis associated liver cancer or end stage liver disease.

The HepC Alliance has been providing free testing and education since 1999.

Purpose

HepC Alliance will provide:

1. Free antibody screening for people who are at risk for hepatitis C.
2. Provide annual staff training, upon request, about hepatitis C either in person or online.
3. Provide supplies necessary for testing
4. Have a toll free number for peer-to-peer counseling for the client and provider
5. Assist in the location of care providers and patient assistance programs
6. Provide additional laboratory services at reduced pricing where available.

Partnering agencies will:

1. Use HCA's electronic medical record system to enter patient demographics, patient insurance, if available, order appropriate laboratory tests, and retrieve results.
2. Will give results to their clients, preferably in person.
3. Provide post-test counseling and referrals and refer all clients testing positive to a counselor with the HepC Alliance.
4. As these laboratory tests are provide free of charge, we ask that any draw fee's or office visits, are free or are minimized.

Reporting

HCA will report positive results to the appropriate State Health Department and annually will share summary results of the programs with all partners.

Funding

This MOU is not a guarantee of funding and is dependent upon HepC Alliance receiving appropriate funding.

Duration

This MOU is at-will and may be modified by mutual consent. This MOU shall become effective upon signature by the authorized officials from the (list partners) and will remain in effect until modified or terminated. Either party to this agreement may terminate it by giving the other party, at its address provided below, 30 days' written notice of such termination. In the absence of mutual agreement by the authorized officials from (list partners), this MOU shall end on 12/31/2020.

Contact Information

HepC Alliance, Inc.
Christine Sewell– Executive Director
4329 State Rd. H
Fulton, MO 65251
Phone: 573-442-6599
Fax: 573-442-6736

Partner name
Partner representative
Address
City, State, Zip
Phone:
Fax:

Christine Sewell Date: 12/20/2019

HepC Alliance, Inc.
Christine Sewell– Executive Director

_____ Date: ___/___/___

(Partner signature)
(Partner name, position)



Dear Testing Site Partner:

As you may be aware, your agency and ours are considered business partners as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The law requires that both our agencies comply with the privacy requirements and restrictions of HIPAA. To achieve compliance with the HIPAA privacy regulations, we, as a covered entity, are required to obtain adequate assurances that our business partners will take appropriate measures to safeguard protected patient health information as well as private financial information.

The action of signing and returning this letter provides documentation that both agencies agree to follow the HIPAA privacy law and guidelines. That any information disclosed to either of us will be held in the strictest confidence. Information will only be disclosed or used as required to provide necessary services as designated by our agreement to provide necessary services as designated by our agreement to provide products or services.

As business partners, appropriate procedural safeguards will be taken by all to limit disclosures. It will require that all our business partners, agents, and sub-contractors agree to observe the terms of this agreement as it relates to any protected privacy information they may acquire or generate.

It is agreed, that in the event that either of us obtain information that the other has materially breached the terms of this agreement, we may provide an opportunity to cure the breach or immediately terminate if a cure is not timely or feasible. If neither termination nor cure is possible, we will report the violation to the appropriate authorities.

Please apply your signature and return one copy of this agreement to initiate an original agreement between us. This agreement will be effective January 1, 2020 through December 31, 2020. Please retain a second copy for your records.

Christine Sewell

Executive Director
HepC Alliance

12/19/2019
Date

Facility Representative: _____ Date: _____



Commission Order No. 2019-533

Fourth Quarter Term 2019

COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Contract/Agreement

**IN THE MATTER OF AUTHORIZING
EXECUTION OF A PAYROLL DEDUCTION
AGREEMENT WITH LIBERTY
NATIONAL LIFE INSURANCE COMPANY**

WHEREAS, for the benefit and convenience of its employees Franklin County agrees to provide for payroll deduction for insurance by Liberty National Life Insurance Company; and

WHEREAS, each employee will authorize payroll deduction in a manner agreeable to Franklin County and Liberty National Life Insurance Company; and

WHEREAS, deductions will be made from salary paid to employees and such deductions will be paid by Franklin County to Liberty National Life Insurance Company.

WHEREAS, Franklin County assumes no responsibility for payroll deduction after the termination of employment of an insured employee, or after an employee stops payroll deduction.

IT IS THEREFORE ORDERED by the Franklin County Commission that the Agreement submitted by Liberty National Life Insurance Company is hereby approved and that Presiding Commissioner is hereby authorized to execute the Agreement and related documents on behalf of Franklin County.

IT IS FURTHER ORDERED that a copy of this Order and Agreement be provided to Liberty National Life Insurance Company, Lauren Graham, HR Director, and Ann Struttmann, Purchasing Agent.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

PAYROLL DEDUCTION AGREEMENT
BETWEEN
LIBERTY NATIONAL LIFE INSURANCE COMPANY
AND

COMPLETE NAME OF EMPLOYER (FIRM)

For the benefit and convenience of its employees, _____,
(hereinafter referred to as the "Employer") agrees to provide for payroll deduction for insurance
by Liberty National Life Insurance Company, Birmingham, Alabama (hereinafter referred to as
"Liberty National Life").

Each employee will authorize payroll deduction in a manner agreeable to the Employer and
Liberty National Life. An employee may stop payroll deduction by providing appropriate notice
to the Employer and Liberty National Life.

Deductions on a schedule to be agreed upon by Liberty National Life and the Employer will
be made from salary paid to employees and such deductions will be paid promptly by the
Employer to Liberty National Life.

The Employer assumes no responsibility for payroll deduction after the termination of
employment of an insured employee, or after an employee stops payroll deduction by
providing appropriate notice.

The Employer agrees to continue deductions and remit all premiums as long as the employee
agrees to pay for their coverage. Either the Employer or Liberty National Life may terminate
this Agreement as of any date by giving at least 30 days written notice to the other prior to
such date. After termination of this Agreement, the payment of premiums shall be entirely and
directly between each employee and Liberty National Life.

Signature of Employer: _____

AO #: _____

X Date: _____

Agency: _____

X By: _____

Agent Name: _____

X Title: _____

Signature of Agent:

Signatures of Affiliated Employers:

By: _____

Signature of Agency Director:

Title: _____

By: _____

Signature of Agency Owner:

Title: _____

EMPLOYEE ENGAGEMENT PROCESS

The most important part of a successful benefit enrollment is 100% participation by all employees. This benefits you in three ways. (Please initial)

- X **1. Tax Savings:** The more employees that participate in the plan by purchasing pre-tax products, the greater your tax savings as an employer. This works by reducing the amount of taxable payroll on which you pay Federal Insurance Contribution Act (FICA) tax and Federal Unemployment Tax Act (FUTA).
- X **2. Employee Goodwill:** As discussed, we will provide an Accidental Death Policy to all eligible employees with no cost to them for the first policy year. We will also provide a Health Savings Discount card to all eligible employees at no cost. We will make sure your employees know that these benefits are being made available on your behalf.
- X **3. Compliance:** Our goal is to make sure your plan stays in compliance with Section 125 guidelines. Your plan stays in compliance when you ensure that all employees have an opportunity to participate in the benefits.

Enrollment Date(s): _____

Enrollment Start Time: _____

Contact Person Day of Enrollment: _____

Person Who Will Receive Deduction Authorizations: _____

Enrollment Location: _____

Location Checklist

- X Private location to discuss HIPAA sensitive health questions
- X Easily accessible to all employees
- X Table, chairs, power outlet, etc.



COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreements

**IN THE MATTER OF APPROVING
CHANGE ORDER #4 TO RIVER CITY
CONSTRUCTION, LLC FOR THE
ADDITIONS AND RENOVATION
TO EXISTING FRANKLIN COUNTY
SHERIFF STATION, JAIL AND
COMMUNICATION CENTER**

WHEREAS, the Franklin County Commission accepted the proposal from contractor, River City Construction, LLC for general construction for the additions and renovations to the Franklin County Sheriff Station, Jail and Communication Center; and

WHEREAS, it has been determined there is a revision in the contractual allowance in the amount of \$7,305.54 to the project cost at no additional cost; and

WHEREAS, the contract sum will be unchanged by this amount for the revision; and

WHEREAS, Navigate and FGM Architects, Inc. have approved the cost adjustment.

IT IS THEREFORE ORDERED that the proposed Change Order No. 4 for River City Construction, LLC is hereby accepted and approved and the Presiding Commissioner is authorized to execute any and all necessary documents on behalf of the County of Franklin and such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Order, for and on behalf of and as the act and deed of the County.

IT IS FURTHER ORDERED that a copy of this Order be provided to FGM Architects, Inc.; Navigate, Jen Kissinger; Ann Struttman, Purchasing; and Lynne Maloney, Accounts Payable.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Additions and Renovation to Existing Franklin County Sherrif Station, Jail and Communication Center	CONTRACT INFORMATION: Contract For: General Construction	CHANGE ORDER INFORMATION: Change Order Number: 004
FGM Project No.: 18-2562.01	Date: May 21, 2019	Date: December 19, 2019
OWNER: <i>(Name and address)</i> Franklin County, Missouri 400 East Locust street Union, Missouri 63084	ARCHITECT: <i>(Name and address)</i> FGM Architects Inc. One Metropolitan Square, Suite 1945 St. Louis, Missouri 63102	CONTRACTOR: <i>(Name and address)</i> River City Construction LLC 6640 American Setter Drive Ashland, Missouri 65010

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PR-015, Additional reinforcing at thickened slabs, ASI 007.....\$ 7,305.54

Remaining Contractual Allowance No. 1 (from CO #3).....(\$143,957.56)

New Remaining Contractual Allowance No. 1.....(\$136,652.02)

The original Contract Sum was	\$ 11,661,529.00
The net change by previously authorized Change Orders	\$ 222,625.80
The Contract Sum prior to this Change Order was	\$ 11,884,154.80
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 11,884,154.80
The Contract Time will be unchanged by Zero (0) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>FGM Architects Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>River City Construction LLC</u> CONTRACTOR <i>(Firm name)</i>	<u>Franklin County, Missouri</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Kevin W. Meyer, Project Manager</u> PRINTED NAME AND TITLE	<u>Eric Bursott, Vice President</u> PRINTED NAME AND TITLE	<u>Tim Brinker, Commissioner</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreements

**IN THE MATTER OF APPROVING
CHANGE ORDER #5 TO RIVER CITY
CONSTRUCTION, LLC FOR THE
ADDITIONS AND RENOVATION
TO EXISTING FRANKLIN COUNTY
SHERIFF STATION, JAIL AND
COMMUNICATION CENTER**

WHEREAS, the Franklin County Commission accepted the proposal from contractor, River City Construction, LLC for general construction for the additions and renovations to the Franklin County Sheriff Station, Jail and Communication Center; and

WHEREAS, it has been determined there is a revision in the contractual allowance in the amount of \$6,645.98 to the project cost at no additional cost; and

WHEREAS, the contract sum will be unchanged by this amount for the revision; and

WHEREAS, Navigate and FGM Architects, Inc. have approved the cost adjustment.

IT IS THEREFORE ORDERED that the proposed Change Order No. 5 for River City Construction, LLC is hereby accepted and approved and the Presiding Commissioner is authorized to execute any and all necessary documents on behalf of the County of Franklin and such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Order, for and on behalf of and as the act and deed of the County.

IT IS FURTHER ORDERED that a copy of this Order be provided to FGM Architects, Inc.; Navigate, Jen Kissinger; Ann Struttman, Purchasing; and Lynne Maloney, Accounts Payable.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Additions and Renovation to Existing Franklin County Sheriff Station, Jail and Communication Center FGM Project No.: 18-2562.01	CONTRACT INFORMATION: Contract For: General Construction Date: May 21, 2019	CHANGE ORDER INFORMATION: Change Order Number: 005 Date: December 17, 2019
OWNER: <i>(Name and address)</i> Franklin County, Missouri 400 East Locust Street Union, Missouri 63084	ARCHITECT: <i>(Name and address)</i> FGM Architects Inc. One Metropolitan Square, Suite 1945 St. Louis, Missouri 63102	CONTRACTOR: <i>(Name and address)</i> River City Construction LLC 6640 American Setter Drive Ashland, Missouri 65010

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PR-005: Window framing details, Rev 1, ASI 005, per attached.....\$ 6,645.98

Remaining Contractual Allowance #1 (from Change Order #004).....(\$136,652.02)

Total above and New Remaining Contractual Allowance.....(\$130,006.04)

The original Contract Sum was	\$ 11,661,529.00
The net change by previously authorized Change Orders	\$ 222,625.80
The Contract Sum prior to this Change Order was	\$ 11,884,154.80
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 11,884,154.80
The Contract Time will be unchanged by Zero (0) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FGM Architects Inc.	River City Construction LLC	Franklin County, Missouri
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
SIGNATURE	SIGNATURE	SIGNATURE
Kevin W. Meyer, Project Manager	Eric Bursott, Vice President	Tim Brinker, Commissioner
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
DATE	DATE	DATE



COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreements

**IN THE MATTER OF APPROVING
CHANGE ORDER #6 TO RIVER CITY
CONSTRUCTION, LLC FOR THE
ADDITIONS AND RENOVATION
TO EXISTING FRANKLIN COUNTY
SHERIFF STATION, JAIL AND
COMMUNICATION CENTER**

WHEREAS, the Franklin County Commission accepted the proposal from contractor, River City Construction, LLC for general construction for the additions and renovations to the Franklin County Sheriff Station, Jail and Communication Center; and

WHEREAS, it has been determined there is a revision in the contractual allowance in the amount of \$89,414.80 to the project cost; and

WHEREAS, the total contract sum will be changed by this amount for the revision to the total sum of \$11,973,569.60; and

WHEREAS, Navigate and FGM Architects, Inc. have approved the cost adjustment.

IT IS THEREFORE ORDERED that the proposed Change Order No. 6 for River City Construction, LLC is hereby accepted and approved and the Presiding Commissioner is authorized to execute any and all necessary documents on behalf of the County of Franklin and such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Order, for and on behalf of and as the act and deed of the County.

IT IS FURTHER ORDERED that a copy of this Order be provided to FGM Architects, Inc.; Navigate, Jen Kissinger; Ann Struttman, Purchasing; and Lynne Maloney, Accounts Payable.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Additions and Renovations to Existing Franklin County Sheriff Station, Jail and Communication Center	CONTRACT INFORMATION: Contract For: General Construction	CHANGE ORDER INFORMATION: Change Order Number: 006
FGM Project No.: 18-2562.01	Date: May 21, 2019	Date: December 17, 2019
OWNER: <i>(Name and address)</i> Franklin County, Missouri 400 East Locust Street Union, Missouri 63084	ARCHITECT: <i>(Name and address)</i> FGM Architects Inc. One Metropolitan Square, Suite 1945 St. Louis, Missouri 63102	CONTRACTOR: <i>(Name and address)</i> River City Construction LLC 6640 American Setter Drive Ashland, Missouri 65010

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PR-009: Unit price site items, per attached.....	\$89,414.80
PR-012: Labor picket impact, time extension, per attached.....	\$ 0.00
Total this Change Order.....	\$89,414.80

The original Contract Sum was	\$ 11,661,529.00
The net change by previously authorized Change Orders	\$ 222,625.80
The Contract Sum prior to this Change Order was	\$ 11,884,154.80
The Contract Sum will be increased by this Change Order in the amount of	\$ 89,414.80
The new Contract Sum including this Change Order will be	\$ 11,973,569.60
The Contract Time will be increased by Eight working (8) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FGM Architects Inc. ARCHITECT <i>(Firm name)</i>	River City Construction LLC CONTRACTOR <i>(Firm name)</i>	Franklin County, Missouri OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
Kevin W. Meyer, Project Manager PRINTED NAME AND TITLE	Eric Bursott, Vice President PRINTED NAME AND TITLE	Tim Brinker, Commissioner PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



COMMISSION ORDER

STATE OF MISSOURI
County of Franklin

} ss.

Tuesday, December 31, 2019
Contract/Agreements

APPROPRIATION ORDER BUDGET FOR FISCAL YEAR 2020

WHEREAS, the County Commission is advised that the budget for the year 2020 has been prepared and adopted and made available for public inspection in accordance with the County Budget Law (RSMo sections 50.525 to 50.745), and that a public hearing was held on the 31st day of December, 2019, preceded by a public notice set forth on the 14th day of December, 2019.

This Commission being advised in the premises, doth order that said budget estimated be spread upon the records of this Commission, and recorded on the records of this Commission, and that the same as above set out, be and hereby is approved and adopted this 31st day of December, 2019.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$20,233,244 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the GENERAL REVENUE FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$3,040,615 be and hereby is appropriated, apportioned and set aside for the payment of expenditures of the EMERGENCY FUND for 2020, an amount equal to not less than three percent of the total estimated General Fund Revenues, and,

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$18,019,132 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ROAD AND BRIDGE FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$1,092,837 be and hereby is appropriated, and set aside for the payment of proposed expenditures of the ASSESSMENT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$50,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the CAPITAL IMPROVEMENT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECCREED that \$546,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures for the BUILDING FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$0 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COMMUNITY DEVELOPMENT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$3,470 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the HAVA ELECTION SERVICES FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$0 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ELECTION EQUIPMENT REPLACEMENT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$44,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the LAW ENFORCEMENT TRAINING FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$333,523 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the FAMILY COURT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$68,700 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the TREATMENT COURT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$1,500 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED THAT \$75,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the DOJ EQUITABLE SHARING FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$17,363,333 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the LAW ENFORCEMENT SALES TAX FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$3,392,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of PROPOSITION P LAW ENFORCEMENT COMPENSATION FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$29,552,911 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of PROPOSITION P LAW ENFORCEMENT AND EMERGENCY DISPATCH FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$242,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the INMATE SECURITY FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$411,555 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COLLECTOR'S TAX MAINTENANCE FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$60,301 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the SHERIFF REVOLVING FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$75,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the SHERIFF CIVIL FEES FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$1,478,207 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COUNTY WIDE 911 SYSTEM FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$8,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the PROSECUTING ATTORNEY TRAINING FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$50,500 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ELECTION SERVICES FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$14,839 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the DOMESTIC VIOLENCE FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$1,391,256 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the HEALTH DEPARTMENT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$302,700 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the RECORDS PRESERVATION FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$12,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$618,776 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the MUNICIPAL COURT FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that \$696,712 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the BRUSH CREEK SEWER FUND for 2020, as set forth in the approved budget, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that the tentative tax rate of General Revenue Fund be \$0.1258 per \$100 assessed valuation (levy subject to change by sales tax reduction) and the tentative tax rate of Road and Bridge Fund be, \$0.2156, and

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that copies of this budget be printed and made available for public distribution and that a copy of this order be included therein and considered a public statement of this Commission.

ORDER MADE THIS 31st DAY OF DECEMBER, 2019.

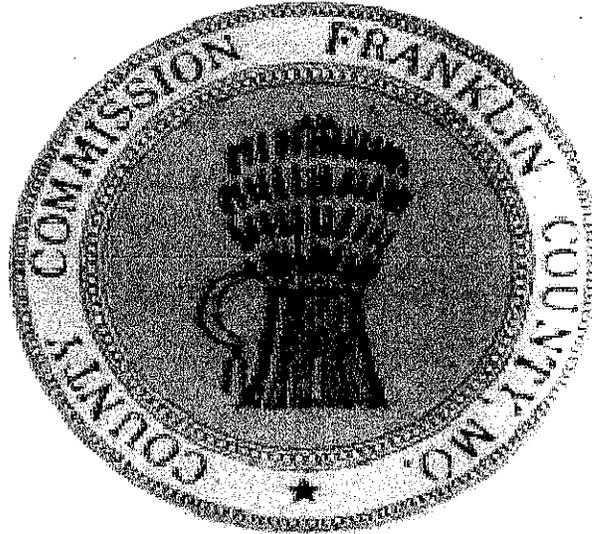
Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

DRAFT

Missouri
FRANKLIN COUNTY



Annual Budget
January 1, 2020 Through December 31, 2020

Tim Brinker
Presiding Commissioner

Todd Boland
County Commissioner
First District

Dave Hinson
County Commissioner
Second District

Tambra L. Vemmer
Auditor

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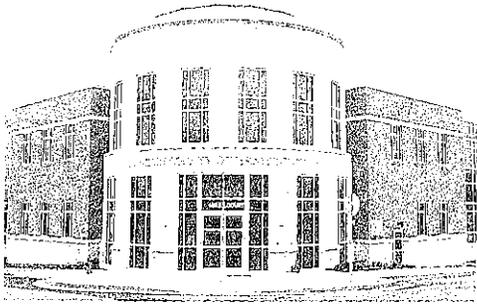
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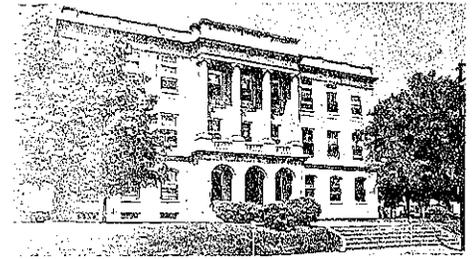
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**TAMBRA VEMMER
AUDITOR
FRANKLIN COUNTY**

400 EAST LOCUST STREET, SUITE 203
UNION, MISSOURI 63084
636-583-6350



December 20, 2020

To the County Commissioners and Citizens of Franklin County:

This document serves as the fiscal year 2020 adopted budget for Franklin County, Missouri. The annual budget serves as the foundation for Franklin County's financial planning and provides legal spending authority for the County's elected officials and appointed department heads. All of the budgets contained herein are balanced: total resources (i.e., current revenues plus appropriated fund balance) available to a particular fund are sufficient to cover the approved spending plan for that fund.

Organizational Structure and Its Impact on Planning Processes and Long-term Goals

Franklin County's statutory elective form of government impacts the planning and budgetary process, the resulting budgetary document, as well as operation and administration throughout the year. Its governing body consists of a three-member independent County Commission, which includes a Presiding Commissioner, a First District Commissioner and a Second District Commissioner. They each serve a four-year term. In addition to the County Commission, there are fifteen independent elected officials who are directly accountable to the citizens of the County and are responsible for the operations of their office in accordance with state laws within resources allocated to them by the County Commission. In some instances, elected officials have additional resources available for their operations through various special revenue funds. In most cases, these special revenue funds are under the appropriating authority of an individual elected official rather than the County Commission. The County Commission has no oversight authority over the operations of each elective office nor does the County Commission directly influence the development and implementation of goals and objectives for these elective offices. This structure results in each elected official identifying immediate and long-range goals and then presenting funding requests in the annual budget process. All county property, however, is controlled and managed by the County Commission.

Every two years, there is the possibility of newly-elected officials entering the County's organizational structure. This possible influx of newly- elected officials can make it difficult to form cohesive long-term goals and implement the strategies to achieve them. Despite these unique organizational features and their impact on entity-wide goal setting and planning processes, county officials consistently share a mission to: (1) carry out the statutory duties of our offices, (2) provide responsive, efficient, and ethical government services, (3) serve the citizens with respect and dignity, (3) respect taxpayer dollars, using our resources to achieve the highest level of efficiency at the lowest possible cost, and (4) continuously strive to improve the delivery of services to the citizens. This shared mission is reflected in the following long-term goals:

- Long-term fiscal stability for the County.
- Continuous improvement in service quality to the citizens of Franklin County.
- Continuous application of new technologies.
- Long-term retention of employees through competitive compensation and benefits.

These county-wide, long-term goals are common among all elected officials and are achieved through the careful planning and budgeting of the individual office holders throughout the County.

2020 Budgetary Issues and Solutions

The County's statutory structure significantly influences the annual budgetary process. Individual elected officials engage in planning activities but these processes are generally focused on the respective responsibility areas of each office and are not formally coordinated at the entity level. As noted earlier, additional resources may be available to elected officials through special revenue funds, many of which are under the appropriating authority of an individual elected official rather than the County Commission. As a result, individual departmental goals impact the budget development more so than entity-wide goals. Within this framework and context, the County Auditor and the County Commission evaluate funding requests and establish appropriations in accordance with available resources.

The primary focus in developing the FY 2020 budget consisted of the following:

- Ensuring financial stability
- Providing quality services to citizens
 - Operation of the Judicial Courts
 - Operation of the Prosecuting Attorney's Office
 - Operation of the County Jail and Law Enforcement Services
 - Continue the Prop. P jail renovation and expansion project
 - Administer Prop. P law enforcement compensation collections and distributions
 - Support the operations of the Juvenile Office
 - Recording of land transactions, vital statistics, and licenses

- Tax assessment of all county property
- Collection of property taxes
- Voter registration and election activity
- Operation of the County Health Department
- Operation of the Public Administrator's Office
- Construction and maintenance of county roads and bridges
- Planning and zoning services
- Construction inspections
- Emergency management services
- Supporting the goals & objectives of Elected Officials and Department Heads
- Maintaining a competitive employee wage & benefits package

Budget Process

The County Commission adopts an annual budget for all of its governmental funds. The County's fiscal year is the calendar year and the annual budgetary process and timetable is governed by the County Budget Law (RSMo Sections 50.525 to 50.641). Franklin County is a first class non-charter county where the County Auditor serves as Budget Officer. The process is as follows:

- The annual budget process begins in late June or early July with the Auditor preparing budget packets consisting of instructions for completing the packets, worksheets for budget requests, expenditure detail worksheets for those budget requests, historical data for all revenue and expense line items within each departmental budget, and requests for departmental objectives for the upcoming budget year along with the departmental accomplishments for the current budget year.
- The County Auditor distributes the budget packets, along with instructions, to the elected officials and department heads by August 1st.
- The County elected officials and department heads prepare departmental revenue and expenditure projections and submit their budgetary requests to the County Auditor on or before September 1st.
- The County Auditor prepares budget requests for offices not submitting requests by September 10th.
- During September and October, the County Auditor holds clarification meetings and then reviews and revises the budgetary requests based upon budgeted revenue projections.
- By November 15th, the County Auditor submits a proposed budget to the County Commission.
- During November and December, the County Commission, along with the County Auditor, holds meetings with each elected official and department head to review the proposed budget.

- The County Commission may alter, modify, or change the proposed budget in any manner, except the Court's budgets which may not be altered without the Court's consent or pursuant to mediation by the Judicial Finance Review Commission.
- The County Commission must comply with the public notice and public hearing requirement. The public hearing is usually held during the month of December.
- The budget must be adopted on or before January 10th. However, in a year in which a County Commissioner's new term of office begins, the statutory deadline is extended to January 31st.
- In the event the County Commission does not adopt the budget, the preceding year's budget remains effective.

Budget Amendments

Occasionally, the County will encounter a need to amend the budget to approve increased spending authority of a specific fund. Missouri law requires that a budget amendment be scheduled on the County Commission agenda and handled in the same manner as the annual budget.

Revenue and Expenditure Assumptions and Projections

The 2020 budget estimates beginning fund balances totaling \$51,452,970 with \$46,236,864 in projected revenues for total estimated funds available for appropriation of \$97,689,834. The 2020 budget appropriates \$82,337,338 for regular operations (of that amount, \$3,040,615 is appropriated in the Emergency Fund). An additional \$8,973,847 is fund balance appropriations for a total of \$91,311,185.

Revenue

A multi-year comparison of combined revenues by source, including the enterprise fund, is presented below. The following discussion describes the major sources of revenue for the County.

Revenue	2018	2019 Adopted Budget	2020 Adopted Budget	Increase/ Decrease Over 2019 Expected
Taxes	\$29,244,736	\$35,640,020	\$36,323,945	\$683,925
Charges for Services	6,089,307	5,905,906	5,850,834	(55,072)
Intergovernmental	3,703,243	4,760,270	3,014,890	(1,745,380)
Licenses & Permits	90,488	87,200	88,350	1,150
Investment Income	363,115	477,725	513,695	35,970
Miscellaneous	706,625	379,450	430,150	50,700
Total Revenue	\$40,197,514	\$47,250,571	\$46,221,864	(1,028,707)
Sale of Capital Assets	163,205	25,000	15,000	(10,000)
Proceeds from Capital Lease	0	0	0	0
Proceeds From Sale of COP's	9,997,293	20,000,000	0	(20,000,000)
Transfers In	4,927,459	7,480,648	7,866,926	386,278
Total Other Financing Sources	\$15,087,957	\$27,505,648	\$7,881,926	(19,623,722)
Total Sources of Revenue	\$55,285,471	\$74,756,219	\$54,103,790	(20,652,429)

Sales Tax

The County is highly dependent on sales tax revenue to finance the majority of county services. It is the single largest source of revenue for the County and accounts for 59% of all regular operating revenues in the County's governmental funds. Compared to other revenue sources, sales tax is inherently volatile and readily impacted by changing economic conditions. Because Franklin County is primarily dependent on sales tax to finance on-going operations, the County is especially vulnerable to this inherent volatility. This is a primary reason for maintaining higher fund balances during periods of economic growth within the County's primary operating funds.

The County receives the following sales tax revenue:

One-half cent permanent sales tax in the General Fund. This tax is projected to generate \$6,775,000 for the General Fund.

One-half cent permanent sales tax in the Law Enforcement Fund. In 2007, the law enforcement sales tax was increased from 0.25% to 0.5%. This tax is projected to generate \$6,775,000 for the Law Enforcement Sales Tax Fund.

One-half cent permanent sales tax in the Road and Bridge Fund. This tax is projected to generated \$6,775,000 for the Road and Bridge Fund.

One-half cent permanent sales tax for Proposition P. This tax was passed in April of 2018. It is a county-wide sales tax for the purpose of providing funds for law enforcement and emergency dispatch services, including but not limited to (1) the acquisition, construction, reconstruction, improvement, maintenance, operating and equipping of a jail, dispatching center and law enforcement facilities and (2) compensation for law enforcement officers, which shall include commissioned officers of the Franklin County Sheriff's Office and commissioned officers of the municipal police departments within Franklin County. This tax is projected to generate \$3,387,500 for the Proposition P Law Enforcement Compensation Fund and \$3,387,500 for the Proposition P Law Enforcement and Emergency Dispatch Fund.

The historical revenue trend for sales tax is shown below:

	General Fund	Road and Bridge Fund	Law Enforcement Sales Tax Fund	Prop. P Law Enforcement Compensation Fund	Prop. P Law Enforcement & Emergency Dispatch Fund
2020 Budgeted	\$6,775,000	\$6,775,000	\$6,775,000	\$3,387,500	\$3,387,500
2019 Budgeted	\$6,625,000	\$6,625,000	\$6,625,000	\$3,312,500	\$3,312,500
2018 Actual	\$6,479,075	\$6,473,060	\$6,474,077	\$715,524	\$715,524
2017 Actual	\$6,394,620	\$6,388,642	\$6,389,684	\$0	\$0
2016 Actual	\$6,115,738	\$6,272,334	\$6,256,876	\$0	\$0
2015 Actual	\$5,918,254	\$6,066,071	\$6,051,860	\$0	\$0
2014 Actual	\$5,620,527	\$5,721,766	\$5,735,603	\$0	\$0
2013 Actual	\$5,211,620	\$5,321,450	\$5,292,330	\$0	\$0
2012 Actual	\$5,098,666	\$5,215,873	\$5,202,611	\$0	\$0
2011 Actual	\$4,993,841	\$5,097,397	\$5,084,434	\$0	\$0

County Aid Road Trust (CART) Revenue (Road and Bridge Fund). CART funds are apportioned to counties on the basis of two factors: one-half of the funds are credited to the county based on the ratio that its road mileage bears to the total county road mileage in the unincorporated areas of the state, and one-half is credited to the county based on the ratio that its rural land valuation bears to the rural land valuation of the entire state. Gas tax is projected to be \$1,619,340 for 2020 and the motor vehicle tax is projected to be \$562,041 for 2020.

Fifteen percent tax applied to local land line phone tariffs. Pursuant to Sections 190.300 through and including 190.320 RSMo, the telephone tax shall be applied to the tariff tax rate or rates billed to service user (all sales) subject to the tax. Per Commission Order, the telephone tax rate levy for E-911 service for the year 2020 is set at a 15% tax rate (15% is the tax ceiling). This tax is expected to generate \$700,000 in 2020, which represents over 71% of the source of revenue, excluding transfers in, for the Enhanced 911 Fund.

Real and Personal Property Tax Including Railroad and Utilities.

Property tax comprises a relatively small portion of the County’s overall revenues. The County’s real estate and personal property tax are calculated based on current assessed valuations and has provided a stable source of revenue for the County. Total assessed value for the County currently exceeds \$2 billion. The tax rate for the general fund increased from 0.1258 in 2018 to 0.1273 in 2019. The tax rate for the road and bridge fund decreased from 0.2156 in 2018 to 0.2101 in 2019.

ASSESSED VALUATIONS

	Current Tax Year 2019 <u>Per Commission Order 2019-376</u>
Real Estate	\$ 1,628,487,498
Personal Property	416,491,278
Total	\$2,044,978,776

TAX RATE PER \$100 OF ASSESSED VALUATION

	<u>2018 Tax Levy</u>	<u>2019 Tax Levy</u>
County General Fund	0.1258	0.1273
County Road and Bridge	0.2156	0.2102

Per Commission Order 2019-376, the amount of tax revenue that will be produced for 2019 is \$2,603,258 for the General Fund and \$4,298,545 for the Road and Bridge Fund.

The historical trend for property tax is shown below:

**Property Tax Revenue
All Types**

	<u>General Fund</u>	<u>Road and Bridge Fund</u>
2018 Actual	\$2,695,347	\$2,818,446
2017 Actual	\$2,646,347	\$2,903,049
2016 Actual	\$2,549,706	\$2,720,832
2015 Actual	\$2,467,701	\$2,562,112
2014 Actual	\$2,915,688	\$2,624,161
2013 Actual	\$2,880,967	\$2,551,613
2012 Actual	\$2,724,432	\$2,481,828
2011 Actual	\$2,822,085	\$2,495,267
2010 Actual	\$2,813,620	\$2,499,510
2009 Actual	\$2,186,811	\$2,695,760

Charges for Services (13% of total revenue)

This revenue category consists of a wide variety of charges. Many departments throughout the County charge fees or commissions for their services. Examples are: Collector's commission, health services vital records, sanitation inspection fees, recording fees, building inspection fees, planning and zoning fees, and judicial fees. The projected amount to be received from this fee is \$5,850,834 for 2020.

Intergovernmental Revenues (7% of total revenue)

The County receives substantial revenues from federal and state grants and reimbursements. The projected amount to be received from this source of revenue is \$3,014,890 for 2020.

Licenses and Permits (Less Than 1% of total revenue)

The County collects fees for liquor licenses, auctioneer licenses, and merchant and manufacturers licenses. Revenue generated from this source is expected to be \$88,350 for 2020.

Investment Income (1% of total revenue)

The County expects to earn approximately \$513,695 in interest income on all Governmental Funds combined in FY2020.

Miscellaneous Revenue (1% of total revenue)

Generally, the primary components of miscellaneous revenue are flood control lease revenue, cable franchise revenue, sale of assets, and insurance reimbursements. The total amount budgeted for miscellaneous revenue for 2020 is \$430,150.

Transfers

- Total intergovernmental transfers for 2020 are \$7,866,926.
- The General Fund is budgeted to receive transfers in from the Prosecuting Attorney Bad Check Fund in the amount of \$8,000.
- The General Fund is also budgeted to receive \$490,312 from the Municipal Court Fund in 2020.
- The General Fund is budgeted to receive \$244,120 from LESTF in 2020 for administrative fees.
- The General Fund is budgeted to receive \$404,297 from the Road and Bridge Fund for administrative fees for 2020.
- \$27,947 is budgeted to be transferred from the Health Services Fund to the General Fund in 2020 for administrative fees.
- \$6,000 is budgeted for transfers from the Brush Creek Sewer Fund to the General Fund.
- \$29,054 is budgeted to be transferred from the Prop. P Law Enforcement Compensation Fund to the General Fund in 2020 for the commissioned position in the Prosecuting Attorney's Office.
- The Law Enforcement Sales Tax Fund is budgeted to receive \$3,729,763 from the General Fund in the FY2020 budget in support of their operations.
- \$1,685,105 is budgeted to be transferred from the Prop. P Law Enforcement Compensation Fund to the Law Enforcement Sales Tax Fund in 2020 for the commissioned positions at the Sheriff's Office.
- \$223,313 is budgeted to be transferred from the Prop. P Law Enforcement & Emergency Dispatch Fund to the Law Enforcement Sales Tax Fund in 2020 for the salaries and benefits of 3 jailer positions.
- \$250,000 is budgeted to be transferred from the General Fund to the County 911 Fund in 2020.
- \$32,522 is to be transferred to the Road and Bridge Fund from the General Fund in 2020 in support of the environmental engineer (\$5,000) and one-half of the shared position with planning and zoning (\$27,522).
- \$333,523 is budgeted for transfers from the General Fund to the Family Court Fund in support of operations.
- The General Fund is budgeted to transfer \$100,000 to the Assessment Fund in 2020 in support of their operations.
- \$3,470 is budgeted to be transferred from HAVA to the Election Equipment Replacement Fund in 2020.
- \$200,000 is budgeted to be transferred from the Health Services Fund to the Building Fund in 2020.
- \$99,500 is budgeted to be transferred from the Brush Creek Sewer Fund to the Building Fund.

Expenditures

A multi-year comparison of combined expenses by functional category, including the Enterprise Fund, is presented below. The totals do not include other financing uses (transfers) or fund balance appropriations (contingency) in the General Fund, Road and Bridge Fund, and Law Enforcement Sales Tax Fund. The following discussion describes the major expenditures for the County.

Function	2018	2019 Adopted Budget	2020 Adopted Budget	Increase/ Decrease Over 2019 Expected
General Government	\$7,483,721	\$11,407,007	\$11,050,703	(356,304)
Public Safety	13,832,934	19,522,588	20,076,337	553,749
Judicial	2,918,812	3,121,454	2,986,149	(135,305)
Highways & Streets	7,363,246	9,861,410	10,088,640	227,230
Health & Welfare	1,263,237	1,388,547	1,465,309	76,762
Education	196,004	167,000	167,000	0
Capital Outlay	7,651,060	30,917,895	31,503,501	585,606
Bond Issuance Costs	169,036	0	0	0
Principal	2,998,508	1,530,000	2,405,000	875,000
Interest	978,294	1,979,461	2,003,487	24,026
Sub-Total	<u>\$44,854,852</u>	<u>\$79,895,362</u>	<u>\$81,746,126</u>	<u>\$1,850,764</u>
Business-Type Activities	479,111	576,262	591,212	14,950
Total	\$45,333,963	\$80,471,624	\$82,337,338	\$1,865,714

General Government (13.4% of total expenditures)

The \$356,304 decrease in the 2020 budget is attributable to the conservative and realistic appropriations for the departments operating under this category.

Business-Type (Less than 1% of total expenditures)

The \$14,950 increase in the 2020 budget is attributable to increased costs associated with the Brush Creek Sewer system.

Public Safety (24.4% of total expenditures)

The \$553,749 increase in spending for public safety is mainly attributable personnel services due to the implementation of the Prop. P compensation fund.

Judicial (3.6% of total expenditures)

There is a \$135,305 decrease budgeted for this category for 2020.

Highways & Streets (12.3% of total expenditures)

There is an overall increase of \$227,230 for this function.

Health & Welfare (1.8% of total expenditures)

There is an increase of \$76,762 budgeted for this category in 2020. This is attributed to an overall increase in the budget for the Health Department Fund.

Education (Less than 1% of total expenditures)

\$167,000 is budgeted for this category for 2020, the same as 2019.

Capital Outlay (Fixed Assets) (38.3% of total expenditures)

Each year, the County Commission approves funding for investment in new and replacement fixed assets. This category includes appropriations for new and replacement fixed assets and consists primarily of new and replacement machinery and equipment, new and replacement vehicles, and new and replacement computer hardware. This type of capital expenditure is sometimes referred to as "pay-as-you-go" capital, because it is fully incorporated into the annual operating budget for a given department rather than included in a capital improvement plan or in separate capital projects budget. In the capital outlay and capital improvement projects section of the budget, all appropriations relating to fixed assets, across all functional areas, are combined and presented as "capital outlay" rather than as spending within the given functional area. The 2020 budget includes \$31,503,501 for capital outlay, an increase of \$585,606 over 2019. The majority of this amount is for costs associated with the jail renovation and expansion.

Principal (2.9% of total expenditures)

There is an increase of \$875,000 for principal payments in 2020. This due to the principal payments on the new certificates of participation issued for the jail renovation and expansion.

Interest (2.4% of total expenditures)

During the 2020 budget year, the County will pay interest of \$2,003,487 on the 2018, 2019A and 2019B series of certificates of participation.

Personnel Services/Benefits (33.4% of total expenditures)

Personnel services for 2020, including all wages, benefits and pension costs, are projected to be \$27,163,965 or 33.0% of the County's appropriations for operations. In 2019, personnel services were budgeted at \$27,706,235 or 34.4% of the County's total expenditures for operations.

The County fully funds the Missouri L.A.G.E.R.S. retirement program for its employees. The program for its employees is an L-6, which is 2% for life. The program was budgeted at the funding rate of

- General employees – 16.90% of salary
- Police employees – 17.0% of salary

The combined budgetary impact for salaries, taxes, and benefits from the 2019 budgeted amount to the 2020 budget is a net decrease of \$542,270. This decrease is partially due to the reduction in 911 staffing, the reduction in the Collector's staffing, combining two positions into one position in the Highway and Planning and Zoning Departments, and the elimination of juvenile employees from the County payroll.

Historically, the County does not spend its total annual appropriations. In any fiscal year, the County expects to realize budget savings from unspent emergency appropriations, competitive procurement, management decisions, and employee turnover and vacancies; however, the amount of such savings cannot be reliably estimated at this time. Consequently, no such savings has been assumed in developing the FY 2020 budget. The County monitors the spending ratio and adjusts appropriation methodologies in light of significant changes or emerging trends.

SUMMARY OF LONG-TERM DEBT

Revenue Bonds

In March 2007, the County issued \$3,700,000 Sewerage System Revenue Bonds, Series A and Series B to pay off the short-term construction loan payable. The interest rate is 4.125% and the maturity date is March 1, 2042.

Certificates of Participation

The County currently has three series of certificates of participation as follows:

Series 2018 – used for the jail renovation and expansion project.

Series 2019A – Used for the jail renovation and expansion project.

Series 2019B – Used for the construction of the administration building, construction of the judicial center, historic courthouse renovation, and converting County gravel roads to hard surface.

The following are amortization schedules for the above-mentioned series of certificates of participation:

Series 2018 Certificates

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
11/14/2018						9,925,000	9,925,000
05/01/2019			169,961.36	169,961.36		9,925,000	9,925,000
11/01/2019			183,191.88	183,191.88	353,153.24	9,925,000	9,925,000
05/01/2020			183,191.88	183,191.88		9,925,000	9,925,000
11/01/2020	370,000	4.000%	183,191.88	553,191.88	736,383.76	9,555,000	9,555,000
05/01/2021			175,791.88	175,791.88		9,555,000	9,555,000
11/01/2021	385,000	4.000%	175,791.88	560,791.88	736,583.76	9,170,000	9,170,000
05/01/2022			168,091.88	168,091.88		9,170,000	9,170,000
11/01/2022	400,000	4.000%	168,091.88	568,091.88	736,183.76	8,770,000	8,770,000
05/01/2023			160,091.88	160,091.88		8,770,000	8,770,000
11/01/2023	420,000	4.000%	160,091.88	580,091.88	740,183.76	8,350,000	8,350,000
05/01/2024			151,691.88	151,691.88		8,350,000	8,350,000
11/01/2024	435,000	3.000%	151,691.88	586,691.88	738,383.76	7,915,000	7,915,000
05/01/2025			145,166.88	145,166.88		7,915,000	7,915,000
11/01/2025	450,000	3.000%	145,166.88	595,166.88	740,383.76	7,465,000	7,465,000
05/01/2026			138,416.88	138,416.88		7,465,000	7,465,000
11/01/2026	460,000	3.000%	138,416.88	598,416.88	736,833.76	7,005,000	7,005,000
05/01/2027			131,516.88	131,516.88		7,005,000	7,005,000
11/01/2027	475,000	3.000%	131,516.88	606,516.88	738,033.76	6,530,000	6,530,000
05/01/2028			124,391.88	124,391.88		6,530,000	6,530,000
11/01/2028	490,000	3.125%	124,391.88	614,391.88	738,783.76	6,040,000	6,040,000
05/01/2029			116,735.63	116,735.63		6,040,000	6,040,000
11/01/2029	505,000	4.000%	116,735.63	621,735.63	738,471.26	5,535,000	5,535,000
05/01/2030			106,635.63	106,635.63		5,535,000	5,535,000
11/01/2030	525,000	4.000%	106,635.63	631,635.63	738,271.26	5,010,000	5,010,000
05/01/2031			96,135.63	96,135.63		5,010,000	5,010,000
11/01/2031	545,000	4.000%	96,135.63	641,135.63	737,271.26	4,465,000	4,465,000
05/01/2032			85,235.63	85,235.63		4,465,000	4,465,000
11/01/2032	570,000	4.000%	85,235.63	655,235.63	740,471.26	3,895,000	3,895,000
05/01/2033			73,835.63	73,835.63		3,895,000	3,895,000
11/01/2033	590,000	3.625%	73,835.63	663,835.63	737,671.26	3,305,000	3,305,000
05/01/2034			63,141.88	63,141.88		3,305,000	3,305,000
11/01/2034	615,000	3.650%	63,141.88	678,141.88	741,283.76	2,690,000	2,690,000
05/01/2035			51,918.13	51,918.13		2,690,000	2,690,000
11/01/2035	635,000	3.750%	51,918.13	686,918.13	738,836.26	2,055,000	2,055,000
05/01/2036			40,011.88	40,011.88		2,055,000	2,055,000
11/01/2036	660,000	3.800%	40,011.88	700,011.88	740,033.76	1,395,000	1,395,000
05/01/2037			27,471.88	27,471.88		1,395,000	1,395,000
11/01/2037	685,000	3.875%	27,471.88	712,471.88	739,943.76	710,000	710,000
05/01/2038			14,200.00	14,200.00		710,000	710,000
11/01/2038	710,000	4.000%	14,200.00	724,200.00	738,400.00		
	9,925,000		4,460,500.92	14,385,500.92	14,385,500.92		

* To provide for the timely payment of Basic Rent, the City will pay to the Trustee for deposit in the Lease Revenue Fund not less than five (5) Business Days before each Basic Rent Payment Date, the amount due on such Basic Rent Payment Date.

Series 2019A Certificates

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
09/04/2019						20,025,000	20,025,000
05/01/2020			406,652.50	406,652.50		20,025,000	20,025,000
11/01/2020	690,000	3.000%	308,850.00	998,850.00	1,405,502.50	19,335,000	19,335,000
05/01/2021			298,500.00	298,500.00		19,335,000	19,335,000
11/01/2021	805,000	3.000%	298,500.00	1,103,500.00	1,402,000.00	18,530,000	18,530,000
05/01/2022			286,425.00	286,425.00		18,530,000	18,530,000
11/01/2022	830,000	3.000%	286,425.00	1,116,425.00	1,402,850.00	17,700,000	17,700,000
05/01/2023			273,975.00	273,975.00		17,700,000	17,700,000
11/01/2023	855,000	3.000%	273,975.00	1,128,975.00	1,402,950.00	16,845,000	16,845,000
05/01/2024			261,150.00	261,150.00		16,845,000	16,845,000
11/01/2024	880,000	3.000%	261,150.00	1,141,150.00	1,402,300.00	15,965,000	15,965,000
05/01/2025			247,950.00	247,950.00		15,965,000	15,965,000
11/01/2025	905,000	4.000%	247,950.00	1,152,950.00	1,403,900.00	15,060,000	15,060,000
05/01/2026			229,850.00	229,850.00		15,060,000	15,060,000
11/01/2026	945,000	4.000%	229,850.00	1,174,850.00	1,404,700.00	14,115,000	14,115,000
05/01/2027			210,950.00	210,950.00		14,115,000	14,115,000
11/01/2027	980,000	4.000%	210,950.00	1,190,950.00	1,401,900.00	13,135,000	13,135,000
05/01/2028			191,350.00	191,350.00		13,135,000	13,135,000
11/01/2028	1,020,000	4.000%	191,350.00	1,211,350.00	1,402,700.00	12,115,000	12,115,000
05/01/2029			170,950.00	170,950.00		12,115,000	12,115,000
11/01/2029	1,060,000	4.000%	170,950.00	1,230,950.00	1,401,900.00	11,055,000	11,055,000
05/01/2030			149,750.00	149,750.00		11,055,000	11,055,000
11/01/2030	1,105,000	3.000%	149,750.00	1,254,750.00	1,404,500.00	9,950,000	9,950,000
05/01/2031			133,175.00	133,175.00		9,950,000	9,950,000
11/01/2031	1,135,000	3.000%	133,175.00	1,268,175.00	1,401,350.00	8,815,000	8,815,000
05/01/2032			116,150.00	116,150.00		8,815,000	8,815,000
11/01/2032	1,170,000	2.250%	116,150.00	1,286,150.00	1,402,300.00	7,645,000	7,645,000
05/01/2033			102,987.50	102,987.50		7,645,000	7,645,000
11/01/2033	1,195,000	2.375%	102,987.50	1,297,987.50	1,400,975.00	6,450,000	6,450,000
05/01/2034			88,796.88	88,796.88		6,450,000	6,450,000
11/01/2034	1,220,000	2.500%	88,796.88	1,308,796.88	1,397,595.76	5,230,000	5,230,000
05/01/2035			73,546.88	73,546.88		5,230,000	5,230,000
11/01/2035	1,255,000	3.000%	73,546.88	1,328,546.88	1,402,095.76	3,975,000	3,975,000
05/01/2036			54,721.88	54,721.88		3,975,000	3,975,000
11/01/2036	1,290,000	2.625%	54,721.88	1,344,721.88	1,399,443.76	2,685,000	2,685,000
05/01/2037			37,790.63	37,790.63		2,685,000	2,685,000
11/01/2037	1,325,000	2.625%	37,790.63	1,362,790.63	1,400,581.08	1,360,000	1,360,000
05/01/2038			20,400.00	20,400.00		1,360,000	1,360,000
11/01/2038	1,360,000	3.000%	20,400.00	1,380,400.00	1,400,800.00		
	20,025,000		6,612,340.04	26,637,340.04	26,637,340.04		

Series 2019B Certificates

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
09/04/2019						26,035,000	26,035,000
04/01/2020	1,345,000	3.000%	503,714.38	1,848,714.38		24,690,000	24,690,000
10/01/2020			417,837.50	417,837.50		24,690,000	24,690,000
11/01/2020					2,066,551.88	24,690,000	24,690,000
04/01/2021	1,735,000	3.000%	417,837.50	2,152,837.50		22,955,000	22,955,000
10/01/2021			391,812.50	391,812.50		22,955,000	22,955,000
11/01/2021					2,544,650.00	22,955,000	22,955,000
04/01/2022	1,790,000	3.000%	391,812.50	2,181,812.50		21,165,000	21,165,000
10/01/2022			364,962.50	364,962.50		21,165,000	21,165,000
11/01/2022					2,546,775.00	21,165,000	21,165,000
04/01/2023	1,845,000	3.000%	364,962.50	2,209,962.50		19,320,000	19,320,000
10/01/2023			337,287.50	337,287.50		19,320,000	19,320,000
11/01/2023					2,547,250.00	19,320,000	19,320,000
04/01/2024	1,900,000	3.000%	337,287.50	2,237,287.50		17,420,000	17,420,000
10/01/2024			308,787.50	308,787.50		17,420,000	17,420,000
11/01/2024					2,548,075.00	17,420,000	17,420,000
04/01/2025	1,980,000	4.000%	308,787.50	2,288,787.50		15,440,000	15,440,000
10/01/2025			269,187.50	269,187.50		15,440,000	15,440,000
11/01/2025					2,557,975.00	15,440,000	15,440,000
04/01/2026	2,065,000	4.000%	269,187.50	2,334,187.50		13,375,000	13,375,000
10/01/2026			227,887.50	227,887.50		13,375,000	13,375,000
11/01/2026					2,562,075.00	13,375,000	13,375,000
04/01/2027	2,150,000	4.000%	227,887.50	2,377,887.50		11,225,000	11,225,000
10/01/2027			184,887.50	184,887.50		11,225,000	11,225,000
11/01/2027					2,562,775.00	11,225,000	11,225,000
04/01/2028	2,250,000	4.000%	184,887.50	2,434,887.50		8,975,000	8,975,000
10/01/2028			139,887.50	139,887.50		8,975,000	8,975,000
11/01/2028					2,574,775.00	8,975,000	8,975,000
04/01/2029	2,335,000	4.000%	139,887.50	2,474,887.50		6,640,000	6,640,000
10/01/2029			93,187.50	93,187.50		6,640,000	6,640,000
11/01/2029					2,568,075.00	6,640,000	6,640,000
04/01/2030	2,430,000	3.000%	93,187.50	2,523,187.50		4,210,000	4,210,000
10/01/2030			56,737.50	56,737.50		4,210,000	4,210,000
11/01/2030					2,579,925.00	4,210,000	4,210,000
04/01/2031	2,500,000	3.000%	56,737.50	2,556,737.50		1,710,000	1,710,000
10/01/2031			19,237.50	19,237.50		1,710,000	1,710,000
11/01/2031					2,575,975.00	1,710,000	1,710,000
04/01/2032	1,710,000	2.250%	19,237.50	1,729,237.50			
11/01/2032					1,729,237.50		
	26,035,000		6,127,114.38	32,162,114.38	32,162,114.38		

Current and Future Debt Plans

With the exception of the "Pave the County" program which began in 2007 and funded with certificates of participation, the County's infrastructure-related improvement projects are small-scale and are usually funded on a pay-as-you-go basis from the annual operating revenues in the Road and Bridge Fund. This eliminates the need for financing infrastructure-related improvement projects.

With the construction of a new administration building, judicial center, and the renovation of the historic courthouse beginning in 2005, these facilities should serve the operations of those County offices well into the future.

For several years, there has been discussion of the crowding conditions in the jail and the need for a jail expansion. In response, the Citizens of Franklin County passed a ½ of one percent sales tax in April of 2018. This tax is to be used for the jail renovation and expansion as well as for law enforcement compensation. The county is using certificates of participation along with sales tax earned to fund the jail project. Debt service payments will be made from the Proposition P Law Enforcement and Emergency Dispatch Fund.

Conclusion and Acknowledgements

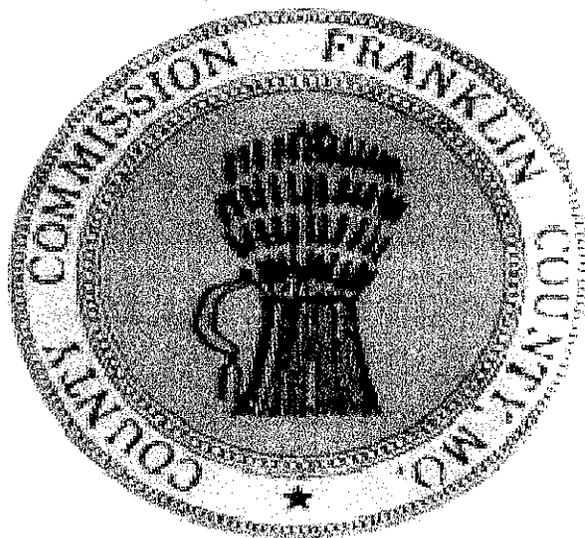
In conclusion, all budgets contained herein are balanced. This means total resources (i.e., current revenues plus appropriated fund balances) available to a particular fund are sufficient to cover the approved spending plan for that fund. Within these spending plans, the County continues to provide the services necessary to meet the needs of the citizens of Franklin County. This budget is a product of many hours of preparation and a collaborative team effort on all levels of the County government. I would like to thank everyone for your efforts and contributions.

Respectfully submitted,

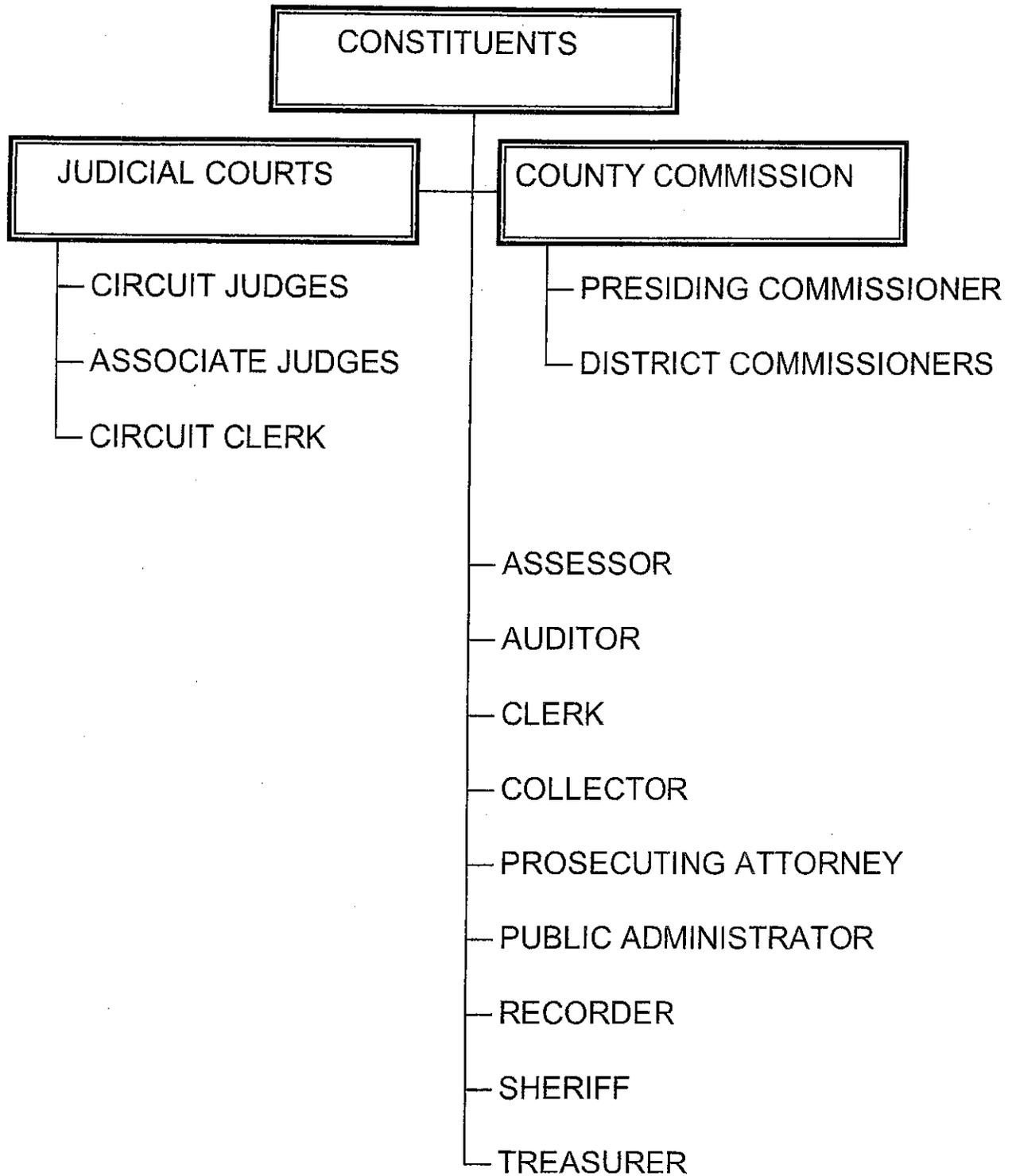
s/s Tammy Vemmer

Franklin County Auditor
Budget Officer

GENERAL INFORMATION



FRANKLIN COUNTY, MISSOURI
ORGANIZATION CHART



**FRANKLIN COUNTY, MISSOURI
LIST OF PRINCIPAL OFFICIALS**

<u>Office</u>	<u>Principal Officials At January 1, 2020</u>
Presiding Commissioner	Tim Brinker
First District Commissioner	Todd Boland
Second District Commissioner	Dave Hinson
County Clerk	Tim Baker
Circuit Judge, Division I	Craig Hellmann
Circuit Judge, Division II	Ike Lamke
Associate Circuit Judge, Division V	Joseph Purschke
Associate Circuit Judge, Division VI	David L. Hoven
Associate Circuit Judge, Division VII	Stanley D. Williams
Prosecuting Attorney	Matthew Becker
Circuit Clerk	Bill D. Miller
Recorder of Deeds	Jennifer L. Metcalf
County Treasurer	Debbie Aholt
Sheriff	Steve Pelton
County Auditor	Tambra L. Vemmer
Public Administrator	Mary Jo Straatmann
County Collector	Doug Trentmann
Assessor	Tom Copeland

FISCAL AND BUDGET POLICIES

Adopted by Commission Order 2012-200

Franklin County operates under a statutory elective form of government in which specific authority and responsibility are granted to each elected official according to state law. The three-member County Commission has limited ordinance-making powers granted by the Missouri state legislature as well as exclusive control of county property. The County Commission also has final authority over the County Budget, except for certain special revenue funds where state law grants final budget authority to individual elected officials.

County officials are expected to manage public funds in a manner that promotes transparency and accountability; ensures fiscal stability; protects and preserves public assets; and reduces risk and uncertainty while maintaining flexibility. The fiscal and budget policies outlined below are intended to help guide County Officials in their decision making to ensure that these goals are achieved.

Fiscal Year

The County's fiscal year is the calendar year beginning on the first of January and ending on the last day of December.

Revenues

- To the extent allowed by law, the County will endeavor to maintain a diversified and stable revenue base as to minimize the effects of economic fluctuations as well as eliminate an over dependence on any single revenue source.
- The County will estimate its annual revenues by an objective, analytical process, wherever practical.
- Revenue trends are examined monthly and are incorporated into the annual revenue forecasts.
- During the budget process, County Officials will project revenues applicable to their departments for the next year and will update their projections annually.
- The County will analyze user fees and revise them when needed to reflect the impact of inflation and other cost increases.

Purchasing

- The County adopted a purchasing policy under Commission Order 2019-5.
- The County will comply with procurement statutes, which require competitive bidding for single purchases of \$4,500 or more or where multiple purchases over a 90-day period accumulate to \$4,500 or more with a single vendor. Single purchases of \$6,000 or more or where multiple purchases over a 90-day period accumulate to \$6,000 or more with a single vendor require advertised bids.
- Although not required by state law, the County Commission encourages use of an RFP (Request for Proposal) process for procurement of professional services.
- In accordance with state statute, bidding requirements may be waived in an emergency where there exists a threat to life, property, public health or public safety or that

immediate expenditure is necessary to protect against further loss of county property, insure the integrity of county records or minimize serious disruption of county services.

- The County will comply with state statutes when making sole source purchases.
- The County Auditor shall review all pending invoices to ensure that proper documentation exists.
- All purchases must be necessary and are to be used solely for the benefit of the County.
- All purchases must be within total departmental budgets.

Budget Policy

- The County will adopt a balanced budget each year in accordance with state law. The budget is considered balanced when the total resources of a fund (estimated revenues, other financing sources, and available fund balance) are sufficient to cover the proposed spending plan (sum of appropriations and other financing uses) for that fund. In no event shall the proposed spending for a specific fund exceed the total resources available to the fund.
- All appropriations lapse at the end of the budget year to the extent that they have not been expended or lawfully encumbered.
- The County will establish a budget calendar each year to ensure that budget activities and deadlines comply with state law.
- A copy of the budget will be available for public inspection in the Auditor's office.
- A copy of the budget will be available for view on the County's web site, www.franklinmo.org, under the Auditor's tab.
- The budget may be amended and revised during the year in accordance with state statutes and local policy.

Fixed Assets

- The County will maintain an inventory of fixed assets in accordance with statutory requirements.
- Physical inventories of the County's fixed assets will be conducted on an annual basis.
- All County property is to be disposed of in the manner authorized by the County Commission.
- County property shall not be used for personal gain.
- Administrative Authorities are responsible for safeguarding the various county assets under their control.

Financial Accounting and Reporting

- The County will establish and maintain an accounting system that allows for identifying, capturing, summarizing, and reporting the financial activities of the County.
- Except in very limited cases, County revenues will be accounted for as "gross revenue" and not netted against expenditures.
- The County's financial statements will be prepared in accordance with generally accepted accounting principles (GAAP).
- The County will prepare a Comprehensive Annual Financial Report (CAFR).
- An independent financial audit will be made of all accounts of the County at least annually and more frequently if deemed necessary by the County Commission.
- The County will annually submit its Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for an independent review and implement applicable recommendations.
- A copy of the CAFR will be available for public inspection in the Auditor's office.
- A copy of the CAFR will be available for view on the County's web site, www.franklinmo.org, under the Auditor's tab.

Debt Policy

- The County may issue general obligation bonds, revenue bonds, special obligation bonds, and short-term tax anticipation notes as authorized by state statutes. The County may also enter into lease-purchase agreements (Certificates of Participation).
- When the County finances capital projects by issuing bonds, it will repay the bonds within a period not to exceed the expected useful life of the projects.
- The County will manage its budget and financial affairs in such a way as to ensure continued high bond ratings.
- No general obligation bonds shall be issued without approval of the requisite number of qualified voters, as required by state statute.

Fund Balance and Emergency Appropriation

- Fund balances will be maintained at levels needed to provide adequate operating flexibility while also reducing the likelihood of cash flow interruptions.
- An emergency appropriation equal to at least 3% of General Fund revenue will be included in the annual budget, as required by state law. The emergency appropriation may be used for unforeseen emergencies and requires approval of the County Commission. Emergency appropriations may be included in other funds in amounts recommended by the County Auditor and approved by the County Commission.

Grant Policy:

- Grant applications should be approved by the County Commission prior to submitting the grant application to the grantor entity/agency.
- For all grants, the County Commission will identify the local match requirement, if any, and ensure that appropriations are sufficient to meet the match requirement.

Investments

- Missouri state statutes authorize the County to invest in obligations or guaranteed obligations of the United States and its agencies, obligations of the State of Missouri and its agencies, bonds of any Missouri city having a population of not less than two thousand, bonds of any Missouri county, approved registered bonds of any Missouri school district or special road district, bonds of any state, obligations of Federal banks, bonds of any political subdivision established under the provisions of Section 30, Article VI of the Constitution of Missouri, and tax anticipation notes issued by any first class county.

DESCRIPTION OF FUNDS AND FUND TYPES

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, fiduciary funds, and proprietary funds.

Governmental Fund Types

Governmental funds - refer to all funds other than proprietary and fiduciary funds.

Governmental funds are those through which most governmental functions of the County are financed. The General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds are the types of funds referred to as governmental funds. The County adopts an annual appropriated budget for all of its governmental funds.

The County reports the following five major governmental funds:

General Fund (Major) – The General Fund is the principal operating fund of the County and accounts for all financial transactions not accounted for in other funds.

Road and Bridge Fund (Major) - The Road and Bridge Fund is a special revenue fund used to account for public works activities for the operations and maintenance of the County highways and bridges.

Law Enforcement Sales Tax Fund (Major) - The Law Enforcement Sales Tax Fund is a special revenue fund used to account for revenues used solely for providing law enforcement services.

Capital Projects Fund (Major) -The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. In the County's budget, the Building Fund and Capital Improvements Fund for the Sheriff's department are budgeted separately. In the County's CAFR, the Building Fund and Capital Improvements Fund for the Sheriff's department are reported under the Capital Projects Fund.

Prop p – Law Enforcement & Emergency Dispatch Fund (Major) – In August, 2018, a county-wide sales tax of one-half of one percent (1/2 of 1%) was passed. Half of that amount, ¼ of 1% (1/4 of 1%) is to be used for the purpose of providing funds for law enforcement and emergency dispatch services, including but not limited to the acquisition, construction, reconstruction, improvement, maintenance, operating and equipping of a jail, dispatching center and law enforcement facilities.

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessment, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes. The County reports the following non-major governmental funds which are special revenue funds:

Assessment – This fund accounts for the activities of the Assessor’s Department.

Community Development – This fund is established for the various community development block programs and other economic development projects.

Law Enforcement Training – This fund is used to account for revenues which are used for law enforcement training.

Records Preservation – This fund is used to account for fees collected for preservation of the recorder’s records.

Domestic Violence - This Fund is used to account for fees collected to provide shelter for victims of domestic violence.

Health Department Fund – This fund accounts for the activities of the Health Department.

Family Access – This fund is used to account for fees collected to defray the costs associated with family access motions.

Treatment Court Fund - This fund is used to account for Treatment Court fees collected pursuant to 478.001 RSMo.

Prosecuting Attorney Bad Check – This fund is used to account for fees collected for bad checks received by the Prosecuting Attorney’s Office.

Collector’s Tax Maintenance – This fund is used to account for fees collected for purchases of supplies and equipment or any other Collector’s Office expenses.

Sheriff’s Revolving Fund – This fund is used to account for fees collected for processing applications and renewals for certificates of qualification for concealed carry endorsements.

Sheriff’s Civil Fees Fund – This fund is used to account for the fees that the Sheriff receives in connection with civil cases pursuant to 57.280 RSMo.

Election Services – This fund is used to account for fees collected for purchases of supplies and equipment and training to improve conduction of elections.

HAVA – This fund was established by law when the Help America Vote Act was enacted by the Federal Government after the 2000 Presidential Election. The Federal Government provided grant funds to purchase new voting equipment.

Election Equipment Replacement Fund – This fund is used to account for fees collected from equipment leases. Fees collected are used for the purchase of replacement election equipment.

Inmate Security – This fund is used to account for fees collected for purchases of supplies and equipment to enforce the security of inmates.

Franklin County Law Enforcement Restitution Fund – This fund is used to account for the court-ordered restitution of up to \$300 for any offense with the exception of the charges of speeding, careless and imprudent driving, any charge of violating a traffic control signal or sign or any charge which is a class C misdemeanor or an infraction.

DOJ Equitable Sharing Fund – This fund is used to account for the revenue and expenditures associated with the participation in the Asset Forfeiture Program.

Prop P – Law Enforcement Compensation Fund - In August, 2018, a county-wide sales tax of one-half of one percent (1/2 of 1%) was passed. Half of that amount, ¼ of 1% (1/4 of 1%) is to be used for compensation for law enforcement officers, which shall include commissioned officers of the Franklin County Sheriff's Office and commissioned officers of the municipal police departments within Franklin County.

County-wide 911 System Fund – This fund is a special revenue fund used to account for revenues which are used for 911 emergency telephone services.

Municipal Court Fund – This court was established by the County to handle matters such as traffic violations on county roads and planning and zoning violations.

Fiduciary Funds – are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governmental units. Fiduciary funds are not reported in the annual budget because the resources of those funds are not available to support the County's own programs. The County reports the following fiduciary fund type in its CAFR:

Agency Funds are used to account for assets held by the County as an agent for other County funds, individuals, private organization, or other governments. The County's agency funds include Treasurer, Collector, Sheriff, County Clerk, Prosecuting Attorney, Recorder of Deeds, Criminal Activity Forfeiture Act, Building Department, and Sheriff commissary.

Proprietary Funds - are used to account for operations that are financed and operated in a manner similar to private business enterprises. The County reports the following proprietary fund type:

Enterprise Funds account for operations that provide a service to citizens, financed primarily by a user charge for the provision of that service, and activities there the periodic measurement of net income is deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes. The County has the following major proprietary fund type which is an enterprise fund:

Brush Creek Sewer District Fund – The Brush Creek Sewer District Fund is an enterprise fund that is a blended component unit of the County used to account for revenues and expenses of the Brush Creek Sewer District.

BASIS OF ACCOUNTING AND BUDGETING

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported. Basis of accounting relates to the *timing* of the measurements made, regardless of the measurement focus applied.

Franklin County uses a different basis of accounting for budgeting purposes than for financial reporting purposes. This is a common practice among governmental entities. In governmental entities, budgets represent legal spending limits and the basis of accounting used for budgeting purposes must therefore account for all commitments and obligations authorized against the legal appropriations, even if no measurable liabilities have arisen from such commitments and obligations, and it must measure the degree of compliance with the legally-adopted budget.

The basis of accounting used for financial reporting and budgeting purposes are described below.

Basis of Accounting used for Financial Reporting Purposes – Franklin County complies with all requirements of Generally Accepted Accounting Principles (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). As a result, the County's Comprehensive Annual Financial Report (CAFR) includes financial statements prepared on two different bases of accounting: the *government-wide statements*, prepared on the full-accrual basis of accounting, and the *governmental fund financial statements*, prepared on the modified accrual basis of accounting.

The **government-wide financial statements** report information about the County as a whole. These statements provide both long-term and short-term information about the County's overall financial condition. The government-wide financial statements, as well as the proprietary fund and fiduciary fund financial statements are prepared using the economic resources measurement focus and the full- accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be measurable and available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments are recorded only when payment is due. Also, the liability to other districts is not recorded until money is received.

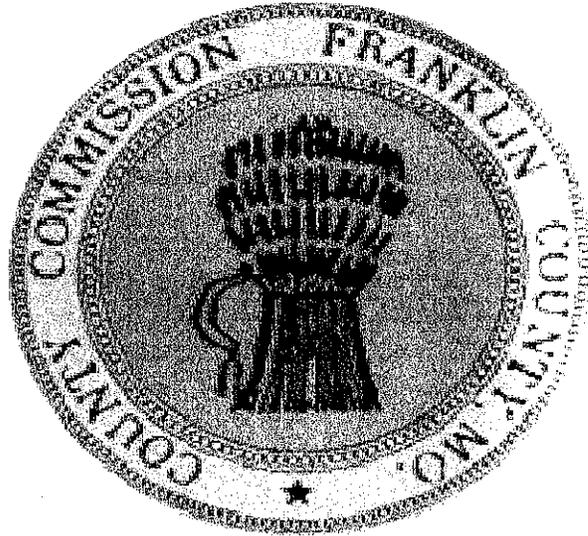
Property taxes, intergovernmental revenues, and investment income associated with the current fiscal period are all considered to be susceptible to accrual and so are recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

For full disclosure of the County's accounting policies, please refer to the County's Comprehensive Annual Financial Report.

Basis of Accounting used for Budgeting Purposes – The primary focus of the basis of accounting used for budgetary purposes is to measure the degree of compliance with legally-adopted spending limits. In doing so, the budgetary basis of accounting identifies resources available to the County to provide services for the current fiscal year as well as all expenditures that will be required during the fiscal year. As a result, the budgetary basis of accounting includes encumbrances (purchase orders, contracts, and other commitments) as the equivalent of expenditures. These items would not be recognized or reported as expenditures for financial reporting purposes; instead, they would be reported as reservations of fund balance.

For the enterprise fund, full accrual basis of budgeting is used because the County budgets depreciation expense in this fund.

FUND STATEMENTS



**FRANKLIN COUNTY, MISSOURI
BUDGET FOR FISCAL YEAR 2020
SUMMARY**

	ESTIMATED FUND BALANCE JANUARY 1, 2020	PROJECTED REVENUE 2020	ESTIMATED FUNDS AVAILABLE 2020
GENERAL FUND	\$5,895,915	\$14,337,329	\$20,233,244
EMERGENCY FUND	2,987,915	52,700	3,040,615
ROAD & BRIDGE FUND	4,807,885	13,211,247	18,019,132
ASSESSMENT FUND	724,315	1,067,239	1,791,554
CAPITAL IMPROVEMENTS FUND (SHERIFF)	418,610	3,000	421,610
BUILDING FUND	1,800,693	400,000	2,200,693
COMMUNITY DEVELOPMENT FUND	0	0	0
HAVA ELECTION SERVICES FUND	3,470	0	3,470
ELECTION EQUIPMENT REPLACEMENT FUND	64,938	41,370	106,308
COUNTY LAW ENFORCEMENT TRAINING FUND	39,959	39,500	79,459
FAMILY COURT FUND	2,808	365,903	368,711
TREATMENT COURT FUND	55,613	68,700	124,313
FR. CNTY. LAW ENFORCEMENT RESTITUTION FUND	12,714	4,415	17,129
DOJ EQUITABLE SHARING FUND	94,322	100	94,422
LAW ENFORCEMENT SALES TAX FUND	3,450,716	13,912,617	17,363,333
PROP P-LAW ENFORCEMENT COMPENSATION FUND	0	3,392,000	3,392,000
PROP P-LAW ENFMNT. & EMERG. DISPATCH FUND	26,065,411	3,487,500	29,552,911
INMATE SECURITY FUND	313,218	50,500	363,718
COLLECTOR'S TAX MAINTENANCE FUND	244,255	167,300	411,555
SHERIFF REVOLVING FUND	206,575	35,700	242,275
SHERIFF CIVIL FEES FUND	140,217	51,000	191,217
COUNTY WIDE 911 FUND	536,983	1,229,230	1,766,213
PROSECUTING ATTORNEY TRAINING	12,818	5,490	18,308
ELECTION SERVICES FUND	108,572	26,000	134,572
DOMESTIC VIOLENCE FUND	11,289	3,550	14,839
HEALTH DEPARTMENT FUND	547,142	972,625	1,519,767
RECORDS PRESERVATION FUND	281,760	63,500	345,260
PROSECUTING ATTNY. ADMIN. HANDLING COST FUND	27,786	13,500	41,286
MUNICIPAL COURT	60,000	608,775	668,775
BRUSH CREEK SEWER FUND	2,537,071	493,000	3,030,071
TRANSFERS BETWEEN FUNDS	0	(7,866,926)	(7,866,926)
	<u>\$51,452,970</u>	<u>\$46,236,864</u>	<u>\$97,689,834</u>

**FRANKLIN COUNTY, MISSOURI
BUDGET FOR FISCAL YEAR 2019
SUMMARY CONTINUED**

	APPROPRIATED REGULAR OPERATIONS 2020	APPROPRIATED FUND BALANCES 2020	TOTAL APPROPRIATIONS 2020
GENERAL FUND	\$14,348,728	\$5,884,516	\$20,233,244
EMERGENCY FUND	3,040,615	0	3,040,615
ROAD & BRIDGE FUND	16,823,387	1,195,745	18,019,132
ASSESSMENT FUND	1,092,837	0	1,092,837
CAPITAL IMPROVEMENTS FUND (SHERIFF)	50,000	0	50,000
BUILDING FUND	546,000	0	546,000
COMMUNITY DEVELOPMENT FUND	0	0	0
HAVA ELECTION SERVICES FUND	3,470	0	3,470
ELECTION EQUIPMENT REPLACEMENT FUND	0	0	0
LAW ENFORCEMENT TRAINING FUND	44,000	0	44,000
FAMILY COURT FUND	333,523	0	333,523
TREATMENT COURT FUND	68,700	0	68,700
FR. CNTY. LAW ENFORCEMENT RESTITUTION FUND	1,500	0	1,500
DOJ EQUITABLE SHARING FUND	75,000	0	75,000
LAW ENFORCEMENT SALES TAX FUND	15,469,747	1,893,586	17,363,333
PROP P-LAW ENFORCEMENT COMPENSATION FUND	3,392,000	0	3,392,000
PROP P-LAW ENFMNT. & EMERG. DISPATCH FUND	29,552,911	0	29,552,911
INMATE SECURITY FUND	242,000	0	242,000
COLLECTOR'S TAX MAINTENANCE FUND	411,555	0	411,555
SHERIFF REVOLVING FUND	60,301	0	60,301
SHERIFF CIVIL FEES FUND	75,000	0	75,000
COUNTY WIDE 911	1,478,207	0	1,478,207
PROSECUTING ATTORNEY TRAINING	8,000	0	8,000
ELECTION SERVICES FUND	50,500	0	50,500
DOMESTIC VIOLENCE FUND	14,839	0	14,839
HEALTH DEPARTMENT FUND	1,391,256	0	1,391,256
RECORDS PRESERVATION FUND	302,700	0	302,700
PROSECUTING ATTN. ADMIN. HANDLING COST FUND	12,000	0	12,000
MUNICIPAL COURT FUND	618,776	0	618,776
BRUSH CREEK SEWER FUND	696,712	0	696,712
TRANSFERS BETWEEN FUNDS	(7,866,926)	0	(7,866,926)
	<u>\$82,337,338</u>	<u>\$8,973,847</u>	<u>\$91,311,185</u>

TRANSFERS BETWEEN FUNDS

Transfers include the following:

GENERAL FUND TO LAW ENFORCEMENT SALES TAX FUND	\$3,729,763
GENERAL FUND TO FAMILY COURT FUND	333,523
GENERAL FUND TO ASSESSMENT FUND	100,000
GENERAL FUND TO ROAD AND BRIDGE FUND	32,522
GENERAL FUND TO COUNTY 911 FUND	250,000
ROAD AND BRIDGE FUND TO GENERAL FUND	404,297
LESTF TO GENERAL FUND	244,120
PROP P-LAW ENFORCEMENT COMPENSATION FUND TO LESTF	1,685,105
PROP P-LAW ENFORCEMENT COMPENSATION FUND TO GENERAL FUND	29,054
PROP P-LAW ENFORCEMENT & EMERGENCY DISPATCH FUND TO LESTF	223,313
HAVA TO ELECTION EQUIPMENT REPLACEMENT FUND	3,470
HEALTH SERVICES FUND TO GENERAL FUND	27,947
HEALTH SERVICES FUND TO BUILDING FUND	200,000
PA BAD CHECK FUND TO GENERAL FUND	8,000
MUNICIPAL COURT FUND TO GENERAL FUND	490,312
BRUSH CREEK SEWER FUND TO GENERAL FUND	6,000
BRUSH CREEK SEWER FUND TO BUILDING FUND	99,500
TOTAL FUNDS TRANSFERRED	<u><u>\$7,866,926</u></u>

Note: Used for internal purposes

**REVENUES BY SOURCE
2020**

	Taxes	Charges For Services	Intergov.	Licenses	Investment Income	Misc.	Sale of Capital Asset	Proceeds From Sale of Bonds	Transfers In
General Fund	9,427,195	2,697,839	303,590	88,350	99,225	311,400	-	-	1,209,730
Emergency Fund	-	-	-	-	52,700	-	-	-	-
Road & Bridge Fund	11,884,750	-	1,128,800	-	165,175	-	-	-	32,522
Assessment Fund	740,000	-	219,939	-	7,300	-	-	-	100,000
Capital Improvement (Sheriff)	-	-	-	-	3,000	-	-	-	-
Building Fund	-	-	-	-	30,500	70,000	-	-	299,500
Community Development Fund	-	-	-	-	-	-	-	-	-
HAVA Services Fund	-	-	-	-	-	-	-	-	-
Election Equip. Replac. Fund	-	36,000	-	-	1,900	-	-	-	3,470
LESTF Training Fund	-	34,500	-	-	500	4,500	-	-	-
Fr. Cty. Law Enfr. Restitution Fund	-	-	-	-	165	4,250	-	-	-
DOJ Equitable Sharing Fund	-	-	-	-	100	-	-	-	-
LESTF	6,775,000	805,500	641,436	-	20,000	17,500	15,000	-	5,638,181
Prop P - Law Enf. Comp. Fund	3,387,500	-	-	-	4,500	-	-	-	-
Prop P - Law Enf/Emerg. Disp. Fund	3,387,500	-	-	-	100,000	-	-	-	-
Inmate Security Fund	-	50,000	-	-	500	-	-	-	-
Family Court Fund	-	31,950	-	-	430	-	-	-	333,523
Treatment Court Fund	-	68,000	-	-	700	-	-	-	-
Collector's Tax Maint. Fund	-	165,000	-	-	2,300	-	-	-	-
Sheriff Revolving Fund	-	32,500	-	-	3,200	-	-	-	-
Sheriff Civil Fees Fund	-	50,000	-	-	1,000	-	-	-	-
County Wide 911 Fund	722,000	234,230	-	-	3,000	20,000	-	-	250,000
Election Services Fund	-	25,000	-	-	1,000	-	-	-	-
Domestic Violence Fund	-	3,450	-	-	100	-	-	-	-
PA Training Fund	-	5,365	-	-	125	-	-	-	-
Health Department Fund	-	245,000	721,125	-	4,000	2,500	-	-	-
Records Preservation Fund	-	60,000	-	-	3,500	-	-	-	-
PA Administrative Handling Cost Fund	-	13,000	-	-	500	-	-	-	-
Municipal Court Fund	-	604,000	-	-	4,775	-	-	-	-
TOTALS	\$ 36,323,945	\$ 5,361,334	\$ 3,014,890	\$ 88,350	\$ 510,195	\$ 430,150	\$ 15,000	\$ -	\$ 7,866,926
Brush Creek Sewer Fund	\$ -	\$ 489,500	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -
		<u>\$ 5,850,834</u>			<u>\$ 513,695</u>				

**2020
COMBINED FUNDS
EXPENDITURES BY OBJECT**

	<u>Total Budget</u>	<u>Capital Outlay</u>	<u>Principal</u>	<u>Interest</u>	<u>Personnel Services</u>	<u>Services</u>	<u>Supplies</u>	<u>Transfers Out</u>	<u>Fund Balance Appropriations</u>
General Government									
County Commission	388,809	-	-	-	372,309	1,000	15,500	-	-
County Clerk	296,967	-	-	-	268,267	22,200	6,500	-	-
Treasurer	136,388	-	-	-	131,248	2,240	2,900	-	-
Auditor	182,198	-	-	-	165,109	11,239	5,850	-	-
Transfers to Assessment	100,000	-	-	-	-	-	-	100,000	-
County Collector	614,047	-	-	-	329,072	236,605	48,370	-	-
County Counselor	144,000	-	-	-	-	144,000	-	-	-
GR Fund Balance Appropriations	5,884,516	-	-	-	-	-	-	-	5,884,516
Memberships	28,000	-	-	-	-	-	28,000	-	-
County Insurance	635,000	-	-	-	-	-	635,000	-	-
Transfers to LESTF	3,729,763	-	-	-	-	-	-	3,729,763	-
Recorder of Deeds	521,773	-	-	-	417,546	99,927	4,300	-	-
Building Department	496,956	32,000	-	-	433,756	9,200	22,000	-	-
Purchasing Department	472,681	-	-	-	109,221	358,755	4,705	-	-
Human Resource	202,996	-	-	-	125,796	74,450	2,750	-	-
Voter Registration & Elections	823,782	-	-	-	278,982	507,800	37,000	-	-
Planning & Zoning	266,837	-	-	-	213,303	39,560	13,974	-	-
Economic Development	-	-	-	-	-	-	-	-	-
IT	375,000	10,000	-	-	-	365,000	-	-	-
GIS	84,385	-	-	-	67,083	16,502	800	-	-
Maintenance Department	417,763	-	-	-	274,213	118,050	25,500	-	-
Miscellaneous	440,991	-	-	-	7,500	127,200	23,769	282,522	-
Capital Improvement	430,650	-	255,550	175,100	-	-	-	-	-
Emergency Fund	3,040,615	-	-	-	-	3,040,615	-	-	-
Assessment Fund	1,092,837	-	-	-	937,137	89,000	66,700	-	-
Assessment Fund Balance Appropriations	-	-	-	-	-	-	-	-	-
Building Fund	546,000	-	322,800	221,200	-	2,000	-	-	-
Community Development Fund	-	-	-	-	-	-	-	-	-
HAVA Fund	3,470	-	-	-	-	-	-	3,470	-
Election Equipment Replacement Fund	-	-	-	-	-	-	-	-	-
Collector Tax Maintenance Fund	411,555	38,555	-	-	-	321,000	52,000	-	-
Election Services Fund	50,500	15,000	-	-	-	-	35,500	-	-
Records Preservation Fund	302,700	-	-	-	-	297,700	5,000	-	-
Totals	\$ 22,121,179	\$ 95,555	\$ 578,350	\$ 396,300	\$ 4,130,542	\$ 5,884,043	\$ 1,036,118	\$ 4,115,755	\$ 5,884,516

**2020 BUDGET
COMBINED FUNDS
EXPENDITURES BY OBJECT**

	<u>Total Budget</u>	<u>Capital Outlay</u>	<u>Principal</u>	<u>Interest</u>	<u>Personnel Services</u>	<u>Services</u>	<u>Supplies</u>	<u>Transfers Out</u>	<u>Fund Balance Appropriations</u>
Public Safety									
Emergency Management	192,157	-	-	-	154,252	19,500	18,405	-	-
Local Emergency Planning Committee	67,100	20,000	-	-	-	27,700	19,400	-	-
Sheriff's Capital Improvement Fund	50,000	50,000	-	-	-	-	-	-	-
Law Enforcement Training Fund	44,000	-	-	-	-	44,000	-	-	-
OOI Equitable Sharing Fund	75,000	15,000	-	-	-	10,000	50,000	-	-
Fr. Cty. Law Enforcement Restitution Fund	1,500	-	-	-	-	-	1,500	-	-
Law Enforcement Grant	325,136	45,240	-	-	156,636	53,000	50,260	-	-
Sheriff's Department	11,108,050	596,000	-	-	8,647,800	957,130	663,000	244,120	-
Jail	4,036,561	-	-	-	3,104,761	881,000	50,800	-	-
LESTF Fund Balance Appropriations	1,893,586	-	-	-	-	-	-	-	1,893,586
Prop P LE Compensation	3,392,000	-	-	-	1,677,841	-	-	1,714,159	-
Prop P LE Department	27,101,326	24,554,876	1,060,000	1,081,887	-	181,250	-	223,313	-
Prop P Emergency Dispatch Department	2,451,585	875,830	-	-	-	1,559,200	16,555	-	-
Inmate Security Fund	242,000	150,000	-	-	-	-	92,000	-	-
Sheriff Revolving Fund	60,301	8,000	-	-	44,801	3,000	4,500	-	-
Sheriff Civil Fees Fund	75,000	-	-	-	-	2,500	72,500	-	-
County 911 Addressing	37,800	-	-	-	-	37,800	-	-	-
County 911 Dispatching	1,440,407	-	-	-	1,440,407	-	-	-	5
County 911 Fire/EMS Dispatching	-	-	-	-	-	-	-	-	3
Domestic Violence Fund	14,839	-	-	-	-	14,839	-	-	-
Totals	\$ 52,608,348	\$ 26,314,946	\$ 1,060,000	\$ 1,081,887	\$ 15,236,498	\$ 3,790,919	\$ 1,048,920	\$ 2,181,592	\$ 1,893,586
Judicial									
Circuit Court	53,325	-	-	-	-	39,175	14,150	-	-
Drug Court	25,100	-	-	-	-	23,000	2,100	-	-
Court Reporters	4,760	-	-	-	-	2,500	2,260	-	-
Circuit Clerk	53,100	-	-	-	-	22,600	30,500	-	-
Prosecuting Attorney	1,968,230	44,500	-	-	1,775,951	100,661	47,118	-	-
Child Support	170,478	-	-	-	104,568	63,060	2,850	-	-
Juvenile Office	333,523	-	-	-	-	-	-	333,523	-
Public Administrator	212,969	-	-	-	190,683	10,486	11,800	-	-
Juvenile Detention	-	-	-	-	-	-	-	-	-
Juvenile Diversion Grants	-	-	-	-	-	-	-	-	-
Family Court Fund	-	-	-	-	-	-	-	-	-
Juvenile Maintenance of Effort	333,523	-	-	-	-	333,523	-	-	-
Treatment Court Fund	68,700	-	-	-	-	64,600	4,100	-	-
Prosecuting Attorney Training Fund	8,000	-	-	-	-	8,000	-	-	-
PA Administrative Handling Cost Fund	12,000	-	-	-	-	2,000	2,000	8,000	-
Municipal Court Fund	618,776	-	-	-	72,664	50,600	5,200	490,312	-
Totals	\$ 3,862,484	\$ 44,500	\$ -	\$ -	\$ 2,143,866	\$ 720,205	\$ 122,078	\$ 831,835	\$ -

**2020 BUDGET
COMBINED FUNDS
EXPENDITURES BY OBJECT**

	<u>Total Budget</u>	<u>Capital Outlay</u>	<u>Principal</u>	<u>Interest</u>	<u>Personnel Services</u>	<u>Services</u>	<u>Supplies</u>	<u>Transfers Out</u>	<u>Fund Balance Appropriations</u>
Highways & Streets									
Highway Administration	529,649	-	-	-	516,399	8,700	4,550	-	-
Highway Operations	16,293,738	5,038,500	766,650	525,300	4,212,791	11,100	5,335,100	404,297	-
Road & Bridge Fund Balance Appropriations	1,195,745	-	-	-	-	-	-	-	1,195,745
Totals	\$ 18,019,132	\$ 5,038,500	\$ 766,650	\$ 525,300	\$ 4,729,190	\$ 19,800	\$ 5,339,650	\$ 404,297	\$ 1,195,745
Health & Welfare									
Indigent Care	2,000	-	-	-	-	2,000	-	-	-
Medical Examiner	310,000	-	-	-	-	310,000	-	-	-
Health Department	971,850	10,000	-	-	528,305	161,256	44,342	227,947	-
WIC Department	282,652	-	-	-	273,095	6,057	3,500	-	-
PHEP/CRI Department	136,754	-	-	-	122,469	5,685	8,600	-	-
Totals	\$ 1,703,256	\$ 10,000	\$ -	\$ -	\$ 923,869	\$ 484,998	\$ 56,442	\$ 227,947	\$ -
Education									
University of Missouri Extension Center	150,000	-	-	-	-	150,000	-	-	-
Soil Conservation	17,000	-	-	-	-	17,000	-	-	-
Totals	\$ 167,000	\$ -	\$ -	\$ -	\$ -	\$ 167,000	\$ -	\$ -	\$ -
Business Type									
Brush Creek Sewer Fund	\$ 696,712	\$ -	\$ 58,500	\$ 156,100	\$ -	\$ 233,250	\$ 143,362	\$ 105,500	-

OPERATING BUDGETS



GENERAL FUND

The General Fund is used to account for all transactions of Franklin County government that are not accounted for in another fund. The General Fund is the primary operating fund for the County and is used to account for the basic operations of the County that are financed from all the general taxes and revenues collected by the County.

Departments which operate under the General Fund include:

- County Commission
- County Clerk
- Treasurer
- Auditor
- Collector
- County Counselor
- Memberships
- County Insurance
- Circuit Clerk
- Circuit Court
- Drug Court
- Court Reporters
- Prosecuting Attorney
- Child Support
- Juvenile Office & Detention Services
- Public Administrator
- Indigent Care
- Recorder of Deeds
- Building Department
- Purchasing Department
- Human Resource Department
- Registration & Elections
- University of Missouri Extension Center
- Planning & Zoning
- Economic Development
- Emergency Management Agency
- Local Emergency Planning
- Information Technology
- Geographic Information System
- Custodial
- Soil Conservation
- Miscellaneous
- Medical Examiner

GENERAL FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated	2020 Adopted Budget
Fund Balance, January 1	\$7,519,512	\$6,783,289	\$6,420,124	\$5,895,915
Projected Revenues	12,793,864	12,753,195	13,153,472	13,127,599
Operating Expenditures	(10,141,793)	(10,272,425)	(10,139,135)	(9,902,920)
Revenues Over (Under) Expenditures	2,652,072	2,480,770	3,014,337	3,224,679
Other Financing Sources (Uses)				
Issuance of Long-term Debt	0	0	0	0
Refunding of Long-term Debt	0	0	0	0
Transfers In	563,000	854,668	719,481	1,209,730
Transfers Out	(4,314,459)	(4,434,459)	(4,258,027)	(4,445,808)
Net Transfers In (Out)	(3,751,459)	(3,579,791)	(3,538,546)	(3,236,078)
Fund Balance, December 31	\$6,420,124	\$5,684,268	\$5,895,915	\$5,884,516
Appropriated Regular Operations				\$14,348,728
Appropriated Fund Balance				5,884,516
Total Appropriations				\$20,233,244

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
100	000	411.100	Property Tax Current	2,340,197	2,239,953	2,410,647	2,410,647
100	000	411.200	Property Tax Delinquent	120,337	194,778	209,622	209,622
100	000	411.300	Contra Tax Credit	0	0	10	10
100	000	411.310	Contra Washington TIF 1	5,788	5,500	0	5,000
100	000	411.311	Contra Washington TIF 2	(6,377)	(10,000)	(5,505)	(10,000)
100	000	411.312	Contra Washington TIF 3	0	0	0	(5,000)
100	000	411.320	Contra Phoenix 2	(170,824)	(155,000)	(167,676)	(200,000)
100	000	412.100	Financial Institution Tax	1,316	4,800	1,316	1,316
100	000	412.200	Private Railcar Tax	26,172	24,200	26,000	26,000
100	000	415.100	Surtax	44,053	43,200	44,000	44,000
100	000	416.100	Collectors Commission/Penalty	205,189	200,000	205,000	205,000
100	000	417.100	County Sales Tax	6,479,075	6,625,000	6,650,000	6,775,000
100	000	420.150	Conservation Commission	2,358	2,300	2,300	2,300
100	000	420.160	Forest Cropland	3,045	3,045	3,000	3,000
			Total Taxes	9,050,329	9,177,776	9,378,714	9,466,895
100	000	431.100	Liquor Licenses	84,113	80,000	84,708	82,000
100	000	432.100	Auctioneer Licenses	545	700	550	550
100	000	433.100	M & M Business Licenses	5,830	6,500	5,800	5,800
			Total Licenses	90,488	87,200	91,058	88,350

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	000	441.002	FEMA	48,941	45,000	46,198	46,000
2	100	000	441.100	LEPC (HMEP) Revenue	2,965	0	0	0
3	100	000	441.210	FEMA Flood Damage Reimbursement	0	0	90,881	0
4	100	000	441.212	PA VOCA Revenue	46,244	40,000	53,697	46,000
5	100	000	443.101	Juvenile Diversion Grant	30,424	37,090	37,090	37,090
6	100	000	443.154	Pros. Attny. Violence Grant	35,197	36,000	38,500	72,000
7	100	000	443.500	MERC Training Grant Revenue	0	0	202	0
8	100	000	443.501	MERC Funding LEPC	31,719	9,000	27,068	9,000
9	100	000	443.612	State Election Grant Revenue	0	0	0	0
10	100	000	444.035	Courts Over/Under Revenue	25	0	10	0
11	100	000	444.040	Fines	29,302	30,500	20,000	29,000
12	100	000	444.050	Jury Fee Reimbursement	654	1,000	72	500
13	100	000	445.101	Juvenile Office Gas/Osage Reimb.	61,319	50,000	61,000	61,000
14	100	000	445.102	Juvenile Det. DYS & Other Reimb.	2,992	680	964	3,000
15	100	000	445.201	County Jury Fee Reimbursement	0	900	0	0
16	100	000	446.100	Public Defender Office Reimb.	9,776	0	0	0
17				Total Grant Revenue	299,558	250,170	375,682	303,590
18								
19								
20	100	000	451.100	County Clerk Fees	3,381	3,800	3,025	2,800
21	100	000	454.100	Collector's 1% Commission	1,261,120	1,230,000	1,260,000	1,260,000
22	100	000	454.101	Collector's Fees/Abstracts	71,212	57,000	70,514	70,000
23	100	000	455.075	Crime Victim 5% Comp. Rev.	1,538	1,650	1,500	1,500
24	100	000	458.200	Circuit Clerk Fees	1,188	1,402	1,402	770
25	100	000	459.200	Judicial Fees	62,651	85,341	48,597	44,709
26	100	000	461.200	Prosecuting Attorney Fees	59,221	56,394	63,534	58,452
27	100	000	461.201	Pros. Attny. Tax Collection Fees	2,985	3,000	3,000	3,000
28	100	000	462.200	Child Support IV-D Reimb.	172,013	172,108	172,108	172,108
29	100	000	462.700	Public Administrator Fees	42,067	20,000	52,639	20,000
30	100	000	463.315	Sheriff Civil Fees Revenue	62,991	78,500	63,000	63,000
31	100	000	467.400	Recorder of Deeds Fees	465,961	470,000	425,000	425,000
32	100	000	467.450	Recorder of Deeds Computer	75,340	72,000	80,000	80,000
33	100	000	468.400	Building Department Fees	442,327	425,000	375,000	400,000
34	100	000	469.500	Special Elections	30,083	110,000	83,383	200,000
35	100	000	469.600	Election Salary Reimbursement	9,050	9,000	5,125	9,000
36	100	000	470.500	Planning & Zoning Fees	33,662	35,000	34,000	37,000
37	100	000	470.600	P & Z Recording Fees	4,878	6,000	4,750	5,500
38	100	000	471.500	EMA Misc. Charges For Services	448	286	143	0
39	100	000	472.500	GIS Subscriptions	21,000	25,500	21,000	21,000
40	100	000	473.500	Cities Payments For Tax Services	24,230	24,000	24,000	24,000
41				Total Fees/Services Revenue	2,847,346	2,885,981	2,791,720	2,897,839

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	000	491.100	Interest-Taxes	24,798	28,500	28,725	28,725
2	100	000	491.150	Interest - Sales Tax	0	0	12,583	0
3	100	000	492.100	Interest-Investments	55,691	59,500	70,500	70,500
4	100	000	493.050	Insurance Reimbursement	2,709	0	457	0
5	100	000	493.400	Certificate of Participation Revenue	0	0	75,382	0
6	100	000	494.050	Flood Control Lease Revenue	800	700	800	800
7	100	000	494.100	Cable Franchise	211,189	210,500	211,000	211,000
8	100	000	494.150	Verizon Tower Lease Revenue	33,544	17,250	19,837	19,837
9	100	000	494.275	Veterans Hall of Honor	0	0	200	0
10	100	000	494.285	Potters Field Revenue	0	0	0	4,763
11	100	000	496.100	Sale of Asset	1,975	0	5,775	0
12	100	000	496.180	Utility Waste Application	54,445	50,000	54,725	50,000
13	100	000	497.100	Miscellaneous Revenue	160,693	25,000	76,014	25,000
14				Total Miscellaneous Revenue	545,844	391,450	555,998	410,625
15								
16								
17	100	000	498.200	Transfer From Road & Bridge	0	0	0	404,297
18	100	000	498.500	Transfer From Community Development	0	0	121,000	0
19	100	000	498.621	Transfer From Prop P Law Enf.				
20				Compensation Fund	0	35,425	35,425	29,054
21	100	000	498.620	Transfer From LESTF	0	0	0	244,120
22	100	000	498.630	Transfer From Tax Maintenance	0	50,000	40,000	0
23	100	000	498.640	Transfer From County Wide 911	0	0	0	0
24	100	000	498.655	Transfer From Election Services	0	0	0	0
25	100	000	498.665	Transfer From Health Department	0	0	0	27,947
26	100	000	498.670	Transfer From Records Preservation	15,000	0	0	0
27	100	000	498.680	Transfer From PA Admin. Cost Fund	8,000	8,000	8,000	8,000
28	100	000	498.685	Transfer From Municipal Court	540,000	755,243	509,056	490,312
29	100	000	498.800	Transfer From Brush Creek	0	6,000	6,000	6,000
30				Total Transfers	563,000	854,668	719,481	1,209,730
31								
32								
33	100	000	429.100	Collector's Commission Adjust.	(24,782)	(24,373)	(24,800)	(24,800)
34	100	000	429.101	Assessor's WH Adjustment	(14,919)	(15,009)	(14,900)	(14,900)
35				Total Adjustments To Revenue	(39,701)	(39,382)	(39,700)	(39,700)
36								
37								
38				Total General Fund Revenue	13,356,864	13,607,863	13,872,953	14,337,329

COUNTY COMMISSION

DEPARTMENTAL FUNCTIONS

The Franklin County Commission is an elected three-member governing body consisting of a First District Commissioner, a Second District Commissioner, and a Presiding Commissioner. The Commission is an executive body of Franklin County operating under guidelines established in the Revised Statutes of the State of Missouri. Within that authority, the Commission enacts ordinances and policies; adopts the annual budget; approves contracts and leases; appoints the Medical Examiner and the County Counselor; acts as liaison with County boards, commissions, and other governmental entities; and, conducts hearings on planning and zoning matters. In addition, the County Commission supervises the operations of Planning and Zoning, Building Department, Grounds and Building Maintenance, Road and Bridge, Economic Development, Health Service, Information Technology, Geographic Information Systems, Purchasing, Human Resources and the Municipal Court. The County Commission is responsible for controlling and managing all property belonging to or purchased by the County.

**GENERAL FUND EXPENDITURES
COUNTY COMMISSION**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	105	611.100	Regular Wages	213,689	255,293	255,293	255,293
2	100	105	613.100	FICA	14,809	17,082	19,530	19,530
3	100	105	614.100	Retirement-LAGERS	31,879	42,123	42,123	43,145
4	100	105	617.100	Life Insurance	166	240	240	260
5	100	105	617.200	Health Insurance	29,480	40,968	40,968	52,010
6	100	105	617.300	Dental Insurance	1,142	1,567	1,567	1,614
7	100	105	617.400	Vision Insurance	355	487	487	457
8				Total Personnel Services	<u>291,520</u>	<u>357,760</u>	<u>360,208</u>	<u>372,309</u>
9								
10								
11	100	105	623.100	Telephone	1,929	0	0	0
12	100	105	624.100	Postage & Freight	0	0	0	0
13	100	105	626.100	Maintenance & Repairs	1,388	1,000	1,000	1,000
14	100	105	632.200	Contractual Services	0	25,500	12,912	0
15				Total Services	<u>3,317</u>	<u>26,500</u>	<u>13,912</u>	<u>1,000</u>
16								
17								
18	100	105	651.100	Office Supplies	1,475	1,000	1,000	1,000
19	100	105	651.104	Uncapitalized Equipment	0	0	0	2,500
20	100	105	652.100	Mileage/Fuel (Presiding)	1,330	0	0	0
21	100	105	652.101	Mileage/Fuel (1st District)	956	0	0	0
22	100	105	652.102	Mileage/Fuel (2nd District)	80	0	0	0
23	100	105	655.100	Business Expense	5,523	7,500	7,500	10,000
24	100	105	657.100	Fuel	0	2,500	1,650	2,000
25				Total Supplies & Other	<u>9,364</u>	<u>11,000</u>	<u>10,150</u>	<u>15,500</u>
26								
27								
28	100	105	686.100	Other Equipment	0	0	0	0
29	100	105	687.100	Office Equipment	0	0	0	0
30				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
31								
32								
33				COUNTY COMMISSION				
34				TOTAL EXPENDITURES	304,201	395,260	384,270	388,809

COUNTY CLERK

DEPARTMENTAL FUNCTIONS

The Franklin County Clerk is an elected official with many responsibilities. The department is half administration and half voter registration. The administration side of the County Clerk's Office has three full time employees. The positions consist of a Chief Deputy, Accounts Receivable Clerk and Accounts Payable Clerk.

The County Clerk's office prepares and files about 500 commission orders annually, as well as other county documents. Other documents the Clerk is responsible for, as being the custodian of the records, include between 5,000 – 5,500 purchase orders annually, 325 Notaries each year, over 350 Liquor Licenses per year and about 20 -25 Auctioneer Licenses annually.

The Clerk is also the secretary to the Board of Equalization which works with the Assessor's Office and the State Tax Commission. The office also handles all Sunshine Law requests. Any law suits filed involving the County are also kept on file in the Clerk's Office.

The Clerk's office works directly with approximately 52 taxing entities in Franklin County, the State Auditor's Office, the State Tax Commission, the Department of Revenue, the IRS, the Department of Elementary and Secondary Education and all County Departments. The office also works with the external auditors in compilation of the annual audit with documentation of all accounts payable, accounts receivable, copy of budget, grant agreements, reconciliation of 941 wages, FICA and Medicare tax to the general ledger, assessed valuations and copies of unpaid balances of real estate and personal property taxes.

The Accounts Receivable Clerk is responsible for obtaining all information from other departments that involve billing for grants or any other revenue due to the County. The AR Clerk will make entries in the General Ledger to record the revenue and receivable accounts in the computer's account system then supplies the information to the County Treasurer for the incoming payments. The AR Clerk is the "Grant Monitor", which includes keeping a separate spreadsheet for each of the 32 Federal and State Grants and six temporary grants on money received and money expensed and reporting to the external auditors for the annual audit. Another responsibility the AR Clerk has is monitoring and processing the 350 plus liquor licenses for the office. They also take the minutes at the BOE meetings and hearings and processes the changes made by the board and records them on the tax rolls then balances the changes with the Collector annually.

The Accounts Payable Clerk is responsible for processing and paying all the bills that the County is liable for. Each department is responsible for entering their own purchase orders in the General Ledger. After getting the proper approval, the department will bring to the County Clerk's Office the bill attached to the PO for payment. The AP Clerk is responsible for making sure the PO matches the invoice submitted and check for accuracy before a check can be issued for payment. The AP clerk is also responsible for making sure the vendors who are required to fill out W9's have completed the form accurately and completely and processing 1099's per the IRS guidelines.

The Chief Deputy is responsible for working with 52 taxing entities in Franklin County for processing and distributing tax assessments and processing tax rates and forwarding to the State Auditor's Office for certification, maintaining a database for all county vehicles making sure all vehicles are insured and filing claims with the County's insurance agent as needed, as well as filing claims for property damage, balances with the County Treasurer monthly for all revenues and expenses incurred, balances with the County Collector for all money paid out to the taxing entities on a monthly basis, maintains a database for the Certificates of Participation and prepares semi-annual payments, maintains a database for the sales tax the County receives for the General Fund, Road & Bridge Fund and Law Enforcement Fund, maintains a database for the TIF districts in Franklin County for property taxes, maintains a database for the CID sales tax in Franklin County and processes totals for payment, prepares and publishes the annual financial statement, manages the general ledger and makes journal entries into the accounting system.

There are many other responsibilities of the department too numerous to list.

The Department of Voter Registration responsibilities are in the mission statement listed under Voter Registration.

2019 ACCOMPLISHMENTS

- New Clerk
- All the employees have an individual office.
- Accounts payable has a new printer which makes the office more productive due to less running to the backroom to use the copier.
- Cross-training employees.
- Coordinated the 2018 Certificates of Participation payments with the Bank of New York.
- Hosted training seminars.
- Went to seminars for grant writing/monitoring and other conferences.

2020 OBJECTIVES

- Increase/continue educating our office and continue cross-training.

**GENERAL FUND EXPENDITURES
COUNTY CLERK**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	110	611.100 Regular Wages	296,858	177,657	177,657	177,657
2	100	110	611.200 Overtime Wages	1,862	3,000	500	1,000
3	100	110	612.100 Part-Time Wages	3,150	0	0	0
4	100	110	613.100 FICA	20,060	13,820	13,629	13,667
5	100	110	614.100 Retirement-LAGERS	48,625	29,808	29,396	30,193
6	100	110	617.100 Life Insurance	360	240	250	260
7	100	110	617.200 Health Insurance	54,374	33,376	33,376	43,389
8	100	110	617.300 Dental Insurance	2,676	1,567	1,567	1,614
9	100	110	617.400 Vision Insurance	831	487	487	487
10			Total Personnel Services	428,796	259,955	256,862	268,267
11							
12							
13	100	110	623.100 Telephone	1,810	0	0	0
14	100	110	624.100 Postage & Freight	2,600	4,000	4,000	3,500
15	100	110	625.100 Rent & Leases	7,191	8,000	8,000	8,000
16	100	110	626.100 Maintenance & Repairs	11,765	6,200	6,200	6,200
17	100	110	628.100 Bonds	0	50	0	0
18	100	110	631.100 Advertising	1,473	2,000	2,000	2,000
19	100	110	632.200 Contractual Services	80,684	0	0	0
20	100	110	634.100 Training	0	2,500	2,500	2,500
21			Total Services	105,523	22,750	22,700	22,200
22							
23							
24	100	110	651.100 Office Supplies	3,583	5,000	4,000	4,000
25	100	110	651.104 Uncapitalized Equipment	1,498	3,100	2,000	1,000
26	100	110	652.100 Mileage	150	300	300	500
27	100	110	655.100 Business Expense	0	1,000	1,000	1,000
28	100	110	656.100 Printing & Binding	965	0	0	0
29			Total Supplies & Other	6,196	9,400	7,300	6,500
30							
31	100	110	687.100 Office Equipment	0	0	0	0
32			Total Capital Outlay	0	0	0	0
33							
34							
35			COUNTY CLERK				
36			TOTAL EXPENDITURES	540,515	292,105	286,862	296,967

TREASURER DEPARTMENT

DEPARTMENTAL FUNCTIONS

- To receive and safely keep the revenues and other public monies of the County.
- To invest surplus funds.
- To distribute the monies collected to the proper recipients.
- To report balanced books.

2019 ACCOMPLISHMENTS

- Accurately processed numerous grant award payments and applied them to the correct departments and funds. When an award is not immediately identifiable, much time is spent determining the correct awardee.
- Issued 3,758 receipts totaling in excess of \$64.8 million dollars.
- Processed ACH payments to 93 entities in excess of \$28.5 million dollars.
- RDC ITEMS
- Processed 5,079 items through Positive Pay in excess of \$22.3 million dollars.
- Processed 3,433 credit cards transactions in excess of \$285,000 and receipted the income to the correct departments.
- Processed roughly 5,000 Municipal Court tickets and remitted monthly payments totaling over \$91,000 to nine state agencies as required by law.
- Made ourselves available to and worked closely with other departments, including making ourselves immediately available to the accounts payable and human resources clerks.
- Monthly shared our working papers with other departments so they may keep a watchful eye on their fund balances.
- Turned over balanced reports to Auditor and Clerk weekly and balanced with those offices monthly.
- Made ourselves available to the external auditor and gathered documentation as and when asked by them.
- Continually ensured that Cash Collections software (exclusive to the Treasurer's office) was up-to-date and effectively communicating with the County's financial software.
- Identified and prevented several attempts to defraud the County from online attackers.
- Routinely monitored 39 funds and alerted Auditor of low balance concerns.
- Made monthly state remittance payments for the Sheriff and Prosecutor's offices as required by law.
- Responded immediately to CPA firms who were auditing taxing entities.

- Reconciled 14 bank statements each month.
- Daily monitored bank accounts to identify incoming payments and returned items.
- Daily ensured sufficient balances were maintained to meet incoming obligations.
- Oversaw seven agency funds and remitted payments as and when required by law.
- Followed up on checks returned to County as insufficient and forwarded those unable to resolve to the Prosecutor.
- Paid the balance of the county school fund to 14 school districts.
- Routinely contacted the Department of Corrections regarding late per diem payments. Currently, the amount owed to Franklin County is in excess of \$330,000.
- Wrote the RFP specs to choose the County's financial institution.
- Continually monitored and contacted individuals holding outstanding checks, which had become stale dated.
- Earned in excess of \$472,000 in interest.

2020 OBJECTIVES

- To continue to ensure the safekeeping of public funds.
- To continue to safely invest surplus funds and distribute monies to the proper recipients.
- To continue to report balanced books.

**GENERAL FUND EXPENDITURES
TREASURER**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	115	611.100	Regular Wages	74,447	74,190	74,190	74,190
2	100	115	612.100	Part-time Wages	22,455	22,399	22,399	22,399
3	100	115	613.100	FICA	7,099	7,389	7,389	7,389
4	100	115	614.100	Retirement-LAGERS	16,304	15,937	15,937	16,324
5	100	115	617.100	Life Insurance	60	60	65	65
6	100	115	617.200	Health Insurance	7,965	7,965	7,965	10,355
7	100	115	617.300	Dental Insurance	392	392	392	404
8	100	115	617.400	Vision Insurance	122	122	122	122
9				Total Personnel Services	128,844	128,454	128,459	131,248
10								
11								
12	100	115	623.100	Telephone	495	0	0	0
13	100	115	624.100	Postage & Freight	0	140	110	140
14	100	115	626.100	Maintenance & Repairs	243	1,000	800	1,000
15	100	115	628.100	Bonds	0	0	0	0
16	100	115	632.200	Contractual Services	0	0	0	0
17	100	115	634.100	Training	764	1,100	960	1,100
18				Total Services	1,502	2,240	1,870	2,240
19								
20								
21	100	115	651.100	Office Supplies	434	600	0	600
22	100	115	651.104	Uncapitalized Equipment	0	1,000	1,000	1,000
23	100	115	652.100	Mileage	238	1,000	120	1,000
24	100	115	656.100	Printing & Binding	0	300	0	300
25				Total Supplies & Other	672	2,900	1,120	2,900
26								
27	100	115	687.100	Office Equipment	0	0	0	0
28				Total Capital Outlay	0	0	0	0
29								
30								
31				TREASURER				
32				TOTAL EXPENDITURES	131,018	133,594	131,449	136,388

AUDITOR

DEPARTMENTAL FUNCTIONS

The Franklin County Auditor is an elected official responsible for establishing, implementing, and monitoring the accounting and budgeting systems. As budget officer, the County Auditor is responsible for preparing and submitting a proposed annual budget to the County Commission. In addition, the County Auditor reviews and certifies financial payment transactions ensuring budgetary compliance as well as compliance with internal control procedures, local purchasing policies, and state statutes. The Auditor certifies contracts as to the appropriation and the cash balance in the treasury. The Auditor's office audits daily receipts and deposits along with monthly reports from various departments. Throughout the year, this office compiles information for the external audit and works closely with the external auditing group when preparing the Comprehensive Annual Financial Report. The office conducts an annual physical inventory of the County assets and maintains the fixed asset ledger.

2019 ACCOMPLISHMENTS

- Achieved the Certificate of Achievement for Excellence in Financial Reporting for the 2018 Comprehensive Annual Financial Report.
- Conducted yearly inventory of county property with a values over \$1,000.
- Maintained the fixed asset ledger of over 10,000 assets.
- Maintained depreciation schedules on over 1,500 assets.
- Countersigned all licenses for sale of liquor and kept a record of such licenses issued.
- Countersigned all warrants issued by the County Commission.
- Kept accounts of all appropriations and expenditures made by the County Commission.
- Monitored 73 fund and departmental budgets for compliance.
- Audited, examined, and adjusted all accounts, demands and claims of every kind presented for payment to the Commission.
- Certified all warrants and commission orders for budgetary and financial compliance.
- Prepared and filed with the County Clerk monthly reports showing the condition of the accounts of each county officer.
- Audited daily and monthly reports of the revenue-generating departments.
- Audited the monies to be disbursed to the school districts.
- Audited monies to be disbursed for library, hospital, and public health purposes.
- Performed an annual audit of the Health Department and reported to the Commission.
- Performed an annual audit of the Planning and Zoning Department and reported to the Commission.
- Performed an annual audit of the Building Department and reported to the Commission.
- Participated in the process to obtain financing for the jail renovation and expansion project.
- Set up the new budgets for the Proposition P funds.

2020 OBJECTIVES

- Perform all the duties required of the Franklin County Auditor in accordance with Missouri state statutes.

**GENERAL FUND EXPENDITURES
AUDITOR**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	120	611.100	Regular Wages	115,506	119,022	119,022	119,022
2	100	120	611.200	Overtime Wages	0	0	0	0
3	100	120	613.100	FICA	8,335	9,105	9,105	9,105
4	100	120	614.100	Retirement-LAGERS	19,421	19,639	19,639	20,115
5	100	120	617.100	Life Insurance	121	120	130	130
6	100	120	617.200	Health Insurance	12,066	12,066	12,066	15,686
7	100	120	617.300	Dental Insurance	784	784	784	807
8	100	120	617.400	Vision Insurance	243	244	244	244
9				Total Personnel Services	156,476	160,980	160,990	165,109
10								
11								
12	100	120	623.100	Telephone	742	0	0	0
13	100	120	624.100	Postage & Freight	14	50	0	50
14	100	120	626.100	Maintenance & Repairs	199	200	200	300
15	100	120	628.100	Bonds	212	0	0	0
16	100	120	632.200	Contractual Services	860	9,409	9,309	9,309
17	100	120	634.100	Training	528	1,680	600	1,580
18				Total Services	2,555	11,339	10,109	11,239
19								
20								
21	100	120	651.100	Office Supplies	480	1,200	500	1,200
22	100	120	651.104	Uncapitalized Equipment	0	1,300	0	1,000
23	100	120	652.100	Mileage	201	500	320	500
24	100	120	654.100	Memberships	640	650	640	650
25	100	120	656.100	Printing & Binding	1,231	2,500	1,000	2,500
26				Total Supplies & Other	2,552	6,150	2,460	5,850
27								
28	100	120	687.100	Office Equipment	0	0	0	0
29				Total Capital Outlay	0	0	0	0
30								
31								
32				AUDITOR				
33				TOTAL EXPENDITURES	161,583	178,469	173,559	182,198

TRANSFERS TO ASSESSMENT

DEPARTMENTAL FUNCTIONS

This department was created under the General Fund to account for the transfers from the General Fund to the Assessment Fund in support of their operations. The General Fund is budgeted to transfer \$100,000 in 2020 to the Assessment Fund.

**GENERAL FUND EXPENDITURES
TRANSFERS TO
ASSESSOR REAL ESTATE**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 100	125	690.300	Transfers	0	0	0	100,000

COUNTY COLLECTOR

DEPARTMENTAL FUNCTIONS

This office is responsible for billing, collecting, and disbursement of Real Estate, Personal Property, Railroad and Utility Taxes, Merchants and Manufacturer Licenses, Auctioneer Licenses, Berger and Labadie Levee Districts, Forest Crop Lands, and Missouri Department of Conservation.

Other responsibilities include protested taxes, TIFs, CIDs, Class Action Suits, BOEs, Court Orders, NPB's, additions, abatements, refunds, surtax disbursement. Collecting up to five years of delinquent taxes, calculating interest and penalties, assessor's and collector's commissions, assessor's fund, collector's funds, retirement funds, clerk fees, collector fees, tax sale fees, bankruptcies, reinstatements for bad checks, and sending certified letters to anyone paying taxes with a bad check. The Collector's office balances all cash drawers at windows for collections, and credit card transactions on a daily basis. This office works up deposits on checks and money collected, running daily journals and submitting daily reports to the Auditor. All of this is part of the collection and disbursement of taxes which is done monthly. Customer service for taxpayers entails waiting on hundreds of taxpayers at the windows and by telephone, answering hundreds of questions and complaints daily pertaining to their values, the amount of their tax bills, deeds, why they are being taxed, questions too numerous to mention. Issue non-assessment cards for new purchases on vehicles. We also make hundreds of duplicate copies of paid personal property tax receipts monthly.

2019 ACCOMPLISHMENTS

- Implementation of new Collector computer system.
- Cut office expenditures while improving office efficiency.

2020 OBJECTIVES

- Maximize the new computer system and continue to improve upon its usefulness.

**GENERAL FUND EXPENDITURES
COLLECTOR**

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	135	611.100 Regular Wages	279,043	276,425	207,882	207,882
2	100	135	611.200 Overtime	1,153	0	272	0
3	100	135	612.100 Part-time Wages	25,392	33,329	25,500	33,000
4	100	135	613.100 FICA	21,782	21,248	17,875	18,427
5	100	135	614.100 Retirement-LAGERS	43,001	45,610	34,345	35,132
6	100	135	617.100 Life Insurance	372	420	324	324
7	100	135	617.200 Health Insurance	33,441	44,027	24,369	31,680
8	100	135	617.300 Dental Insurance	2,644	2,742	1,959	2,018
9	100	135	617.400 Vision Insurance	821	852	609	609
10			Total Personnel Services	407,649	424,653	313,135	329,072
11							
12							
13	100	135	623.100 Telephone	6,320	0	0	0
14	100	135	624.100 Postage & Freight	80,000	80,000	80,000	80,000
15	100	135	625.100 Rent & Leases	785	1,015	1,015	1,015
16	100	135	626.100 Maintenance & Repairs	3,261	3,150	3,150	3,150
17	100	135	628.100 Bonds	4,128	10,500	9,000	10,500
18	100	135	629.100 Other Professional Services	36,051	36,900	29,050	36,900
19	100	135	631.100 Advertising	6,715	8,800	6,273	8,800
20	100	135	632.200 Contractual Services	9,238	0	0	95,640
21	100	135	634.100 Training	900	600	600	600
22			Total Services	147,398	140,965	129,088	236,605
23							
24							
25	100	135	651.100 Office Supplies	2,400	5,000	1,500	5,000
26	100	135	651.104 Uncapitalized Equipment	0	0	0	0
27	100	135	652.100 Mileage	164	200	215	220
28	100	135	653.100 Books & Publications	0	150	0	130
29	100	135	655.100 Business Expense	1,543	3,020	3,000	3,020
30	100	135	656.100 Printing & Binding	20,468	40,000	35,000	40,000
31			Total Supplies & Other	24,575	48,370	39,715	48,370
32							
33							
34			COLLECTOR				
35			TOTAL EXPENDITURES	579,622	613,988	481,938	614,047

COUNTY COUNSELOR

DEPARTMENTAL FUNCTIONS

The office of the County Counselor represents and advises all departments of County government on matters pertaining to civil law. The County Counselor provides advice and opinions on all matters referred to it by the County Commission or other County offices.

**GENERAL FUND EXPENDITURES
COUNTY COUNSELOR**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	140	611.100	Regular Wages	31,630	0	0	0
2	100	140	612.100	Part-time Wages	11,380	0	0	0
3	100	140	613.100	FICA	3,451	0	0	0
4	100	140	614.100	Retirement-LAGERS	5,732	0	0	0
5	100	140	617.100	Life Insurance	3	0	0	0
6	100	140	617.200	Health Insurance	768	0	0	0
7	100	140	617.300	Dental Insurance	33	0	0	0
8	100	140	617.400	Vision Insurance	10	0	0	0
9				Total Personnel Services	<u>53,007</u>	<u>0</u>	<u>0</u>	<u>0</u>
10								
11								
12	100	140	623.100	Telephone	247	0	0	0
13	100	140	624.100	Postage & Freight	0	0	0	0
14	100	140	632.200	Contractual Services	121,898	144,000	200,000	144,000
15	100	140	634.100	Training	0	0	0	0
16				Total Services	<u>122,145</u>	<u>144,000</u>	<u>200,000</u>	<u>144,000</u>
17								
18								
19	100	140	651.100	Office Supplies	258	0	0	0
20	100	140	651.104	Uncapitalized Equipment	0	0	0	0
21				Total Supplies & Other	<u>258</u>	<u>0</u>	<u>0</u>	<u>0</u>
22								
23								
24								
25				COUNTY COUNSELOR				
26				TOTAL EXPENDITURES	175,410	144,000	200,000	144,000

MEMBERSHIPS

DEPARTMENTAL FUNCTIONS

This budget was created for payment of the various membership dues for the County. The 2020 budget provides for memberships to National Association of Counties, East-West Gateway Coordinating Council, Regional Chamber and Growth Association, Mid East Area Agency on Aging and Missouri Association of Counties.

**GENERAL FUND EXPENDITURES
MEMBERSHIPS**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 100	141	654.100	Memberships	44,918	29,650	27,129	28,000

**GENERAL FUND
FUND BALANCE APPROPRIATIONS**

DEPARTMENTAL FUNCTIONS

This budget was created to appropriate all or a portion of the estimated unassigned fund balance in the General Fund. Appropriations to this department fluctuate from year to year depending on the estimated unassigned fund balance for the General Fund. It is unlikely that these funds will be used.

**GENERAL FUND EXPENDITURES
FUND BALANCE APPROPRIATIONS**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 100	142	632.200	Contractual Services	500	6,276,638		5,884,516

COUNTY INSURANCE

DEPARTMENTAL FUNCTIONS

This budget was created to pay for the County's insurance premiums for workman's compensation and MOPERM.

**GENERAL FUND EXPENDITURES
COUNTY INSURANCE**

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
1	100	144	615.100	Unemployment	7,680	10,000	7	10,000
2	100	144	616.100	Workman's Compensation	144,448	175,000	150,000	175,000
3	100	144	617.201	Health Insurance Contingency	0	0	500,000	200,000
4	100	144	627.100	Insurance	220,119	231,601	231,601	250,000
5								
6				COUNTY INSURANCE				
7				TOTAL EXPENDITURES	372,247	416,601	881,608	635,000

CIRCUIT COURT

DEPARTMENTAL FUNCTIONS

Duties of the Judicial Staff include handling all types of litigation, including felony cases, traffic and misdemeanor cases, domestic and civil lawsuits and landlord/tenant cases. We also summon and qualify prospective jurors and grand jurors, schedule courtrooms and dockets.

2019 ACCOMPLISHMENTS

- Heard cases and rendered judgments in various types of cases.
- Disposed of thousands of court cases.

2020 OBJECTIVES

- Continue to render fair and just decisions in suits brought before the court.
- Continue to process the many cases in a timely manner.

**GENERAL FUND EXPENDITURES
CIRCUIT COURT**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	250	621.100	Legal Fees	0	0	0	0
2	100	250	623.100	Telephone	4,266	0	0	0
3	100	250	624.100	Postage & Freight	2,051	3,675	3,675	3,675
4	100	250	626.100	Maintenance & Repairs	5,873	6,000	5,700	6,000
5	100	250	632.200	Contractual Services	33,184	29,000	28,500	29,000
6	100	250	634.100	Training	0	500	280	500
7				Total Services	45,374	39,175	38,155	39,175
8								
9								
10	100	250	651.100	Office Supplies	1,522	1,200	1,170	1,200
11	100	250	651.104	Uncapitalized Equipment	182	1,000	1,000	3,000
12	100	250	652.100	Mileage	0	500	400	500
13	100	250	653.100	Books & Publications	2,029	2,400	2,500	2,700
14	100	250	654.100	Memberships	2,050	2,050	2,050	2,050
15	100	250	655.100	Business Expense	1,637	2,000	2,000	2,200
16	100	250	656.100	Printing & Binding	660	700	2,300	2,500
17				Total Supplies & Other	8,080	9,850	11,420	14,150
18								
19	100	250	687.100	Office Equipment	5,525	0	0	0
20				Total Capital Outlay	5,525	0	0	0
21								
22								
23				CIRCUIT COURT				
24				TOTAL EXPENDITURES	58,979	49,025	49,575	53,325

DRUG COURT/DWI COURT

DEPARTMENTAL FUNCTIONS

The Court Alternative Program (Drug Court/DWI Court) is a court-supervised, comprehensive, treatment program for non-violent felony offenders. The main focus of CAP is to assist the participant in becoming a sober, productive member of society. Regular court appearances, attendance at treatment sessions and meetings with the probation case manager are required. In addition, the program requires: random drug/alcohol testing, attendance at support group meetings, stable employment, and financial responsibility.

2019 ACCOMPLISHMENTS

- Team participated in continuing education and training.
- Maintained participant numbers.
- Re-designed program to meet new national standards.

2020 OBJECTIVES

- Secure additional outside funding sources.
- Maintain and improve graduation rate and recidivism rate.
- Continue development of additional protocols to address opiate dependency issues.

**GENERAL FUND EXPENDITURES
DRUG COURT**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	253	623.100	Telephone	247	0	0	0
2	100	253	624.100	Postage & Freight	100	150	150	150
3	100	253	626.100	Maintenance & Repairs	0	150	0	150
4	100	253	632.200	Contractual Services	6,500	6,500	6,500	20,900
5	100	253	634.100	Training	500	1800	1,797	1,800
6				Total Services	<u>7,347</u>	<u>8,600</u>	<u>8,447</u>	<u>23,000</u>
7								
8								
9	100	253	651.100	Office Supplies	371	350	350	350
10	100	253	651.104	Uncapitalized Equipment	0	900	0	900
11	100	253	652.100	Mileage	445	600	428	600
12	100	253	653.100	Books & Publications	155	0	0	0
13	100	253	656.100	Printing & Binding	182	250	250	250
14				Total Supplies & Other	<u>1,153</u>	<u>2,100</u>	<u>1,028</u>	<u>2,100</u>
15								
16								
17								
18				DRUG COURT				
19				TOTAL EXPENDITURES	8,500	10,700	9,475	25,100

CIRCUIT CLERK

DEPARTMENTAL FUNCTIONS

The Franklin County Circuit Clerk's Office provides services to the general public regarding the filing of civil lawsuits, case processing of civil lawsuits, case processing of criminal lawsuits, the collection of fines and court costs, record preservation and any other service related to the cases filed in the Franklin County Circuit Court.

2019 ACCOMPLISHMENTS

- Cross-trained employees to enhance efficiency of workflow and productivity of the office.
- Scanned paper files to make the official records electronic for easier access to public records.
- Provided excellent public service to the general public, litigants, attorneys and policing agencies we serve.

2020 OBJECTIVES

- Implement wireless accessibility to Judges, attorneys and litigants for the purpose of video appearances and presenting evidence at court trials.
- Continue to provide excellent public service to the general public, litigants, attorneys and policing agencies we serve.

**GENERAL FUND EXPENDITURES
CIRCUIT CLERK**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adoped Budget
1	100	270	623.100	Telephone	8,749	0	0	0
2	100	270	624.100	Postage & Freight	15,516	15,000	14,000	16,000
3	100	270	626.100	Maintenance & Repairs	3,096	4,100	4,100	6,100
4	100	270	629.100	Other Professional Services	29	500	200	500
5				Total Services	27,390	19,600	18,300	22,600
6								
7								
8	100	270	651.100	Office Supplies	10,731	15,000	15,000	16,000
9	100	270	651.104	Uncapitalized Equipment	1,093	17,500	13,000	13,000
10	100	270	652.100	Mileage	563	500	500	800
11	100	270	653.100	Books & Publications	293	500	500	700
12				Total Supplies & Other	12,680	33,500	29,000	30,500
13								
14	100	270	687.100	Office Equipment	0	0	0	0
15				Total Capital Outlay	0	0	0	0
16								
17				CIRCUIT CLERK				
18				TOTAL EXPENDITURES	40,070	53,100	47,300	53,100

COURT REPORTERS

DEPARTMENTAL FUNCTIONS

The official court reporters are responsible for preserving the record of all cases for the information of the court, jury and parties for the division to which they are assigned. The court reporter is an officer of the court and provides transcripts upon request to the judges, the attorneys, the parties and the general public.

2019 ACCOMPLISHMENTS

- The members of this department have attended all sessions of their court, preserving the record.
- The members of this department have prepared and delivered all requested transcripts in a timely manner.
- The members of this department have maintained the requisite number of hours of continuing education to maintain their state license.
- The members of this department have provided all other support duties requested by the judge to whom they are assigned.

2020 OBJECTIVES

- The members of this department will attend all sessions of their court.
- The members of this department will fill in for one another when needed.
- The members of this department will maintain the requisite number of hours of continuing education to maintain their state license.
- The members of this department will preserve the record in accordance with all applicable statutes and court rules.
- The members of this department will prepare and deliver all requested transcripts in a timely manner.
- The members of this department will provide any support/administrative duties requested by their judge.

**GENERAL FUND EXPENDITURES
COURT REPORTERS**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	275	623.100	Telephone	482	0	0	400
2	100	275	624.100	Postage & Freight	0	100	0	100
3	100	275	626.100	Maintenance & Repairs	1,407	1,550	1,444	1,550
4	100	275	634.100	Training	0	450	200	450
5				Total Services	1,889	2,100	1,644	2,500
6								
7								
8	100	275	651.100	Office Supplies	366	800	375	800
9	100	275	651.104	Uncapitalized Equipment	209	600	0	600
10	100	275	654.100	Memberships	810	860	630	860
11				Total Supplies & Other	1,385	2,260	1,005	2,260
12								
13	100	275	687.100	Office Equipment	0	0	0	0
14				Total Capital Outlay	0	0	0	0
15								
16								
17				COURT REPORTERS				
18				TOTAL EXPENDITURES	3,274	4,360	2,649	4,760

PROSECUTING ATTORNEY

DEPARTMENTAL FUNCTIONS

The Prosecuting Attorney is an elected official who represents the State of Missouri in all criminal matters arising within Franklin County. The Prosecuting Attorney is also responsible for child support enforcement within the County.

2019 ACCOMPLISHMENTS

- Prosecuted over 1000 felony cases for the third consecutive year, and nearly 4000 misdemeanor cases (September 1 – August 31). Over the past 10 years, the number of criminal charge applications has increased from 728 to 1521 (felony) and from 2001 to 4341 (misdemeanor).
- Processed and reviewed 5,862 reports submitted to this office by Franklin County Law Enforcement Agencies between September 1, 2018 to August 31, 2019.
- Provided services to 2140 victims this year (up from 1800 the previous year).
- Received for the sixteenth year the STOP Violence Against Women Grant that has allowed our office to continue to enhance our ability to successfully prosecute domestic violence cases.
- Implemented a twenty-third Franklin County Grand Jury.
- Continued and expanded the Regional Child Advocacy Center for the interviewing of child victims in abuse cases.
- Participated in monthly review of all children that are interviewed through the Child Advocacy Center.
- Continued and expanded the Franklin County Drug Court. This program equips participants with the tools to maintain a drug-free life and saves the State over \$90,000 in incarceration fees without any cost to the County. The cost of a defendant being in Drug Court is one-third of the cost compared to the person being in the Department of Corrections.
- Participated in Drug Court graduations which are held four times a year with an average of 6-10 people graduating in each.
- Implemented DWI Court for the eleventh year. This program helps to get felony DWI offenders out of the County jail, saving the County thousands of dollars.
- The Prosecuting Attorney's office is responsible for supplying the books to the participants of the Moral Recognition Therapy program – which is a required program of all Treatment Court participants.
- Continued to offer the MIP program that is intended to reduce underage drinking. In the MIP program, the offender is required to complete a Youth Alcohol and Drug Education Seminar and complete ten hours of community service along with several other stipulations.

- Prepared and presented training seminars to law enforcement agencies to keep them updated on case law and legal procedures/updates.
- Continued to offer a supervisory treatment program for persons charged with class A misdemeanor DWIs. This program's purpose is to seek to prevent persons from receiving a felony DWI through treatment, therapy and motivation. The Prosecuting Attorney's office recognizes the extreme danger DWI offenders pose to the community. By intervening and providing treatment at the critical phase of the second DWI, we are attempting to prevent any further contact between the offender and the criminal justice system and keep the community safe. We work closely with the designated treatment provider and supervising agency to ensure program quality.

2020 OBJECTIVES

- To effectively, efficiently and fairly prosecute crimes committed in Franklin County
- To continue to offer drug and alcohol treatment to offenders who are residents of Franklin County through various programs (Franklin County Drug Court, DWI court, MIP program, etc.)
- Implement a mental health court to help identify, assess, evaluate and monitor defendants with mental illness, and to offer them alternatives to incarceration
- To provide training and guidance for law enforcement officers on various legal matters
- To ensure attorneys and support staff receive required training.
- To maintain a competent and effective workforce set to deal with an ever-increasing workload

In 2018-2019, this office issued 1031 felony cases, which is 58% higher than five years ago (607 felony cases issued). We have experienced a doubling of the number of felony criminal charge applications in the previous ten years (728 applications in 2008/2009, 1521 this year). It is safe to assume that as the County continues to grow, with an increased police presence, so will the number of criminals (and hence, the number of crimes and victims of crimes).

The 2018-2019 numbers above cover September 1 – August 31. These totals are based on actual cases issued, and do not include the warrant applications submitted to our office in which prosecution was refused. There were an additional 490 felony warrant applications upon which charges were not filed during that period.

**GENERAL FUND EXPENDITURES
PROSECUTING ATTORNEY**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	280	611.100	Regular Wages	1,173,448	1,177,788	1,177,788	1,258,089
2	100	280	613.100	FICA	83,821	90,101	90,101	96,244
3	100	280	614.100	Retirement-LAGERS	187,259	194,335	194,335	212,617
4	100	280	617.100	Life Insurance	1,320	1,380	1,491	1,556
5	100	280	617.200	Health Insurance	123,408	141,650	136,534	194,841
6	100	280	617.300	Dental Insurance	8,748	9,009	9,009	9,683
7	100	280	617.400	Vision Insurance	2,718	2,799	2,799	2,921
8				Total Personnel Services	1,580,722	1,617,062	1,612,057	1,775,951
9								
10								
11	100	280	623.100	Telephone	8,934	0	0	0
12	100	280	624.100	Postage & Freight	4,349	5,000	5,000	6,000
13	100	280	626.100	Maintenance & Repairs	5,550	3,000	4,400	3,000
14	100	280	628.110	Bonds	226	300	174	126
15	100	280	629.100	Professional Services	2,400	3,500	1,500	3,500
16	100	280	632.200	Contractual Services	71,332	72,016	66,000	73,035
17	100	280	634.100	Training	12,853	11,610	10,722	15,000
18				Total Services	105,644	95,426	87,796	100,661
19								
20								
21	100	280	651.100	Office Supplies	4,275	5,500	5,000	5,300
22	100	280	651.104	Uncapitalized Equipment	2,888	4,535	2,400	19,013
23	100	280	652.100	Mileage	2,034	4,500	2,300	4,500
24	100	280	653.100	Books & Publications	1,824	2,000	1,850	2,200
25	100	280	654.100	Memberships	5,946	6,595	5,863	6,705
26	100	280	655.100	Business Expense	1,943	4,500	3,000	4,400
27	100	280	657.100	Fuel	5,397	5,000	4,438	5,000
28				Total Supplies & Other	24,307	32,630	24,851	47,118
29								
30								
31	100	280	685.100	Vehicles	0	0	0	44,500
32	100	280	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	0	0	0	44,500
34								
35								
36				PROSECUTING ATTORNEY				
37				TOTAL EXPENDITURES	1,710,673	1,745,118	1,724,704	1,968,230

CHILD SUPPORT

DEPARTMENTAL FUNCTIONS

The Child Support Division of the Franklin County Prosecuting Attorney's Office receives cases from the State of Missouri Child Support Office to prosecute through the court system. These cases include enforcement of an existing child support order or obtaining a paternity and child support order.

2019 ACCOMPLISHMENTS

- Franklin county child support collections in 2019 are expected to exceed \$9.3 million.
- The Franklin County Child Support office has always been in compliance with the State of Missouri Child Support Compliance Audit and 2019 is no exception. Passing each and every audit has not always been an easy feat with the office being understaffed due to the state budget cuts in the past. This year we only have one veteran employee, one veteran attorney, and one newcomer to the office, who, fortunately, is a quick learner. This office is efficient and effective, in large part, due to the fact that we have retained our current Assistant Prosecuting Attorney for over 20 years.
- We anticipate similar compliance ratings on future audits. By passing the audit, the County qualifies for allowable incentive and reimbursement monies.

2020 OBJECTIVES

- Each and every child has the right to receive support from both parents regardless of the family status, i.e. parents are divorced, separated or never married. The Child Support Division of the Prosecuting Attorney's Office will continue to facilitate families receiving the support they need, in whatever manner is legally available.
- We will continue to operate our office effectively and efficiently and monitor our cases to make sure the children are being supported.

**GENERAL FUND EXPENDITURES
CHILD SUPPORT**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	282	611.100	Regular Wages	86,520	74,628	69,108	69,108
3	100	282	613.100	FICA	6,139	5,709	5,287	5,287
4	100	282	614.100	Retirement-LAGERS	13,871	12,314	11,403	11,679
5	100	282	615.100	Unemployment	0	0	0	0
6	100	282	617.100	Life Insurance	110	120	130	130
7	100	282	617.200	Health Insurance	12,634	13,318	13,318	17,313
8	100	282	617.300	Dental Insurance	718	784	784	807
9	100	282	617.400	Vision Insurance	223	244	244	244
10				Total Personnel Services	120,215	107,117	100,274	104,568
11								
12								
13	100	282	623.100	Telephone	2,736	2,000	1,200	1,200
14	100	282	624.100	Postage & Freight	0	1,000	165	1,000
15	100	282	625.100	Rent & Leases	1,235	1,700	1,700	1,800
16	100	282	626.100	Maintenance & Repairs	52	1,000	50	1,000
17	100	282	629.100	Other Professional Services	0	0	0	250
18	100	282	632.200	Contractual Services	54,738	54,391	54,391	55,810
19	100	282	634.100	Training	0	2,150	40	2,000
20				Total Services	58,761	62,241	57,546	63,060
21								
22								
23	100	282	651.100	Office Supplies	200	1,500	600	1,950
24	100	282	651.104	Uncapitalized Equipment	0	0	209	0
25	100	282	652.100	Mileage	0	1,150	124	400
26	100	282	653.100	Books & Publications	50	100	50	500
27	100	282	655.100	Business Expense	0	0	0	0
28	100	282	656.100	Printing & Binding	0	0	0	0
29				Total Supplies & Other	250	2,750	983	2,850
30								
31								
32	100	282	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	0	0	0	0
34								
35								
36				CHILD SUPPORT				
37				TOTAL EXPENDITURES	179,226	172,108	158,803	170,478

JUVENILE OFFICE

DEPARTMENTAL FUNCTIONS

The Twentieth Judicial Circuit Juvenile Office promotes and protects children and families by providing services and opportunities with empathy, respect and dignity, while at the same time holding the youth and families accountable through our efforts to restore justice to victims and advocate a better and safer community for all families. The juvenile staff works with both delinquent and status offenders as well as victims of child abuse and neglect. Services include, but are not limited to: warning and counseling offenders, information supervision, formal supervision, taking protective custody of victims of abuse and neglect and maintaining those cases until such time as Court intervention is no longer needed, filing of termination of parental rights cases when necessary and efforts towards restorative justice.

2019 ACCOMPLISHMENTS

- Worked with several agencies to expand services provided to children in the community through previously obtained grants in the areas of status and delinquency offender resources for families and drug treatment and supervision.
- Maintained diversion programming for young children (under 12) who are referred to our office for delinquency/status offenses allowing for services to be provided without the child entering formally into the juvenile system.
- Continued to divert juveniles from formal court involvement through the use of diversion programming, informal cases, and support of the team decision making process.
- Continued working with Children's Division to conduct frequent, systematic reviews of open Child Abuse and Neglect cases so that determinations can be made regarding progress allowing for quicker resolution of cases and earlier permanency for children.
- Continued to develop a Policy and Procedures Manual and implement the requirements of the Missouri Standards for the Administration of Juvenile Justice.

2020 OBJECTIVES

- Continue to work to implement alternatives to secure detention.
- Continue to work with Children's Division to expedite permanency in Child Abuse and Neglect cases whether through the termination of jurisdiction due to reunification, termination of parental rights and adoption, or guardianship.
- Work to ensure all youths with formal delinquency or status offense cases are represented by counsel and at all stages of the proceedings.
- Continue training regarding trauma and the impact it has on the youth we serve.
- Continue utilizing and developing diversion programming.

**GENERAL FUND EXPENDITURES
JUVENILE OFFICE**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	285	611.100	Regular Wages	119,629	127,930	54,830	0
2	100	285	613.100	FICA	8,733	9,787	4,194	0
3	100	285	614.100	Retirement-LAGERS	16,460	21,108	9,047	0
4	100	285	617.100	Life Insurance	161	180	65	0
5	100	285	617.200	Health Insurance	14,800	25,411	7,965	0
6	100	285	617.300	Dental Insurance	1,044	1,175	392	0
7	100	285	617.400	Vision Insurance	324	365	122	0
8				Total Personnel Services	161,151	185,956	76,615	0
9								
10								
11	100	285	621.100	Legal Fees	200,590	255,830	316,500	0
12	100	285	623.100	Telephone	11,833	0	0	0
13	100	285	624.100	Postage & Freight	6	1,200	440	0
14	100	285	626.100	Maintenance & Repairs	3,151	5,000	1,000	0
15	100	285	629.100	Other Professional Services	13,965	18,000	13,326	0
16	100	285	629.150	Detention Per Diem	0	0	0	0
17	100	285	634.100	Training	3,069	3,600	3,100	0
18				Total Services	232,614	283,630	334,366	0

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	285	651.100	Office Supplies	4,113	6,600	5,525	0
2	100	285	651.104	Uncapitalized Equipment	6,422	10,000	4,170	0
3	100	285	652.100	Mileage	0	1,000	0	0
4	100	285	652.150	Transportation Cost	0	0	0	0
5	100	285	653.100	Books & Publications	200	500	200	0
6	100	285	654.100	Memberships	625	1,200	625	0
7	100	285	655.100	Business Expense	341	1,300	924	0
8	100	285	657.100	Fuel	4,758	5,000	5,000	0
9	100	285	658.100	Janitorial Supplies	0	650	0	0
10				Total Supplies & Other	<u>16,459</u>	<u>26,250</u>	<u>16,444</u>	<u>0</u>
11								
12								
13	100	285	685.100	Vehicles	13,651	0	0	0
14	100	285	686.100	Other Equipment	0	0	0	0
15	100	285	687.100	Office Equipment	0	0	0	0
16				Total Capital Outlay	<u>13,651</u>	<u>0</u>	<u>0</u>	<u>0</u>
17								
18								
19								
20	100	285	690.610	Transfer To Family Court	0	0	0	333,523
21				Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>333,523</u>
22								
23								
24				JUVENILE OFFICE				
25				TOTAL EXPENDITURES	423,875	495,836	427,425	333,523

PUBLIC ADMINISTRATOR

DEPARTMENTAL FUNCTIONS

Mary Jo Straatmann is the Franklin County Public Administrator. The Public Administrator serves as court appointed Personal Representative in decedent's estates, and as guardian and/or conservator for individuals who are unable to care for themselves or their property when there is no one else to serve. Jacqueline Bovaconti is the only full-time employee. In addition, pursuant to Section 473.770 RSMO, the Franklin County Probate Court Judge appointed Jacqueline Bovaconti as Deputy Public Administrator for Franklin County, and as such she is vested with the powers and duties confirmed by said Section.

A guardian is a person appointed by a Court to manage the affairs of another, called a ward. The Conservator is appointed by a court to manage the estate of another, called a protectee. Guardianship and Conservatorship is a legal process used when a person can no longer make safe and/or sound decisions about his or her person and/or property and may fall victim to fraud or improper influence.

We carefully monitor and keep abreast of our wards' constantly changing medical condition and health care needs. We manage and process all paperwork regarding their medical, health, and financial matters. We are available 24/7 for emergencies and contact outside of the normal office hours, every day of the week.

In most cases, we are the only contact our wards have in their lives, as they have no family or relatives who maintain a relationship with them. It is our pleasure and our privilege to take care of these "special" people in our community. We treat each and every individual with the utmost dignity, respect, and compassion.

2019 ACCOMPLISHMENTS

- We have succeeded in placing new wards in our County; we continued to move wards closer to the County and back into the County for better health care observation; and, consequently, we have made a positive economic impact in our County by providing jobs and revenue.
- The cell phone usage has continued to increase, and we are accessible 24/7 for emergencies and other urgent matters; consequently, hospitals, health care facilities, and providers have constant access to our office in emergency or critical situations allowing for prompt, excellent service to our wards outside of office hours.
- Maintained software, hardware, and office equipment for a more efficient operation in our daily functions.
- Our caseload of guardianship, conservatorship, and decedent estates has continued to increase, and we continue to strive to meet the needs and demands of those in need in Franklin County.

2020 OBJECTIVES

- Converting the office to electronic document retention.
- Maintain up-to-date software and hardware for continued efficiency in our day-to-day operations.
- Continuing to monitor the caseload and staffing needs, so that the office continues to operate efficiently and effectively as the caseload continues to increase year to year.
- Increasing part-time secretarial position to full-time position.
- Moving to larger office and storage space on the third floor of the Old Historic Courthouse.
- Seeking opportunities for training staff in areas, including, but not limited to, MOHealthNet, Medicare, SSA, DMH, DOSS, VA, and Missouri statutes relative to the function of this office in order to stay abreast of ever-changing statutes, rules, and regulations.
- After considering the best environment and care for each ward, we will continue placing new wards in our County, and we will continue moving our wards closer to or into the County, which will allow our office better health care management and observation.
- Carefully monitoring and keeping abreast of our wards' constantly changing medical conditions and health care needs. We manage and process all paperwork regarding their medical, health, and financial matters. Continue availability 24/7 for emergencies and contact outside of the normal office hours, every day of the week. Continually evaluate the residential needs of our wards to ensure that their specific health care needs are being met, and to ensure they are residing, progressing, and functioning in a happy, safe, and healthy environment.
- In most cases, we are the only contact our wards have in their lives, as they have no family or relatives who maintain a relationship with them. It is always our pleasure and our privilege to take care of these "special" people in our community. We treat each and every individual with the utmost dignity, respect, and compassion.

**GENERAL FUND EXPENDITURES
PUBLIC ADMINISTRATOR**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adoped Budget</u>
1	100	286	611.100	Regular Wages	111,517	111,201	111,201	138,833
2	100	286	612.100	Part-time Wages	14,210	14,156	14,156	0
3	100	286	613.100	FICA	9,355	9,590	9,590	10,621
4	100	286	614.100	Retirement-LAGERS	18,755	18,348	18,348	23,463
5	100	286	617.100	Life Insurance	121	120	130	195
6	100	286	617.200	Health Insurance	8,202	8,202	8,202	15,994
7	100	286	617.300	Dental Insurance	783	784	784	1,211
8	100	286	617.400	Vision Insurance	243	244	244	366
9				Total Personnel Services	<u>163,186</u>	<u>162,645</u>	<u>162,655</u>	<u>190,683</u>
10								
11								
12	100	286	621.100	Legal Fees	8,885	4,500	4,500	4,500
13	100	286	623.100	Telephone	1,559	0	0	0
14	100	286	624.100	Postage & Freight	961	1,000	1,000	1,000
15	100	286	625.100	Rent & Leases	90	100	96	134
16	100	286	626.100	Maintenance & Repairs	201	700	700	500
17	100	286	628.100	Bonds	0	50	50	0
18	100	286	631.100	Advertising	336	600	600	600
19	100	286	632.200	Contractual Services	986	950	950	950
20	100	286	634.100	Training	1,555	2,802	2,802	2,802
21				Total Services	<u>14,573</u>	<u>10,702</u>	<u>10,698</u>	<u>10,486</u>
22								
23								
24	100	286	651.100	Office Supplies	1,628	2,000	1,500	2,400
25	100	286	651.104	Uncapitalized Equipment	855	1,500	0	400
26	100	286	652.100	Mileage	1,518	5,000	5,000	5,000
27	100	286	653.100	Books and Publications	0	1,000	1,000	1,000
28	100	286	661.100	Miscellaneous Other	0	0	0	3,000
29				Total Supplies & Other	<u>4,001</u>	<u>9,500</u>	<u>7,500</u>	<u>11,800</u>
30								
31								
32	100	286	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
34								
35								
36				PUBLIC ADMINISTRATOR				
37				TOTAL EXPENDITURES	181,760	182,847	180,853	212,969

JUVENILE DETENTION

DEPARTMENTAL FUNCTIONS

The Missouri Supreme Court's circuit court budget committee recommended the elimination of payroll funding for a total of six detention facilities across the state of Missouri, including Franklin County. This became effective January 1, 2012. Franklin County now transports our juveniles to other juvenile facilities in neighboring counties. The County pays a per diem rate to these facilities. The juvenile detention budget provides for these per diem charges along with transportation charges.

2019 ACCOMPLISHMENTS

- Worked with several agencies to expand services provided to children in the community through previously obtained grants in the areas of status and delinquency offender resources for families and drug treatment and supervision.
- Maintained diversion programming for young children (under 12) who are referred to our office for delinquency/status offenses allowing for services to be provided without the child entering formally into the juvenile system.
- Continued to divert juveniles from formal court involvement through the use of diversion programming, informal cases, and support of the team decision making process.
- Continued working with Children's Division to conduct frequent, systematic reviews of open Child Abuse and Neglect cases so that determinations can be made regarding progress allowing for quicker resolution of cases and earlier permanency for children.
- Continued to develop a Policy and Procedures Manual and implement the requirements of the Missouri Standards for the Administration of Juvenile Justice.

2020 OBJECTIVES

- Continue to work to implement alternatives to secure detention.
- Continue to work with Children's Division to expedite permanency in Child Abuse and Neglect cases whether through the termination of jurisdiction due to reunification, termination of parental rights and adoption, or guardianship.
- Work to ensure all youths with formal delinquency or status offense cases are represented by counsel and at all stages of the proceedings.
- Continue training regarding trauma and the impact it has on the youth we serve.
- Continue utilizing and developing diversion programming.

**GENERAL FUND EXPENDITURES
JUVENILE DETENTION**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	295	621.100	Legal Fees	0	0	0	0
2	100	295	624.100	Postage & Freight	0	0	0	0
3	100	295	629.100	Other Professional Services	0	0	0	0
4	100	295	629.150	Detention Per Diem	37,752	40,000	20,000	0
5				Total Services	<u>37,752</u>	<u>40,000</u>	<u>20,000</u>	<u>0</u>
6								
7								
8	100	295	652.150	Transportation Cost	78	100	100	0
10				Total Supplies & Other	<u>78</u>	<u>100</u>	<u>100</u>	<u>0</u>
11								
12								
13								
14	100	295	690.610	Transfer to Family Court	20,000	40,000	20,000	0
15				Total Transfers	<u>20,000</u>	<u>40,000</u>	<u>20,000</u>	<u>0</u>
16								
17								
18				JUVENILE DETENTION				
19				TOTAL EXPENDITURES	57,830	80,100	40,100	0

JUVENILE DIVERSION GRANTS

DEPARTMENTAL FUNCTIONS

Juvenile Court Diversion was implemented in the late 1970's as a grant-in-aid program to encourage development of services to youth at the local level while diverting at-risk youth from being committed to the Division of Youth Services. Juvenile courts across the state apply for grants from the division to support programs like intensive probation, family therapy and group counseling. Through juvenile court diversion, many local communities around the state are providing services that would otherwise not be available to youths near their homes.

2019 ACCOMPLISHMENTS

- Worked with several agencies to expand services provided to children in the community through previously obtained grants in the areas of status and delinquency offender resources for families and drug treatment and supervision.
- Maintained diversion programming for young children (under 12) who are referred to our office for delinquency/status offenses allowing for services to be provided without the child entering formally into the juvenile system.
- Continued to divert juveniles from formal court involvement through the use of diversion programming, informal cases, and support of the team decision making process.
- Continued working with Children's Division to conduct frequent, systematic reviews of open Child Abuse and Neglect cases so that determinations can be made regarding progress allowing for quicker resolution of cases and earlier permanency for children.
- Continued to develop a Policy and Procedures Manual and implement the requirements of the Missouri Standards for the Administration of Juvenile Justice.

2020 OBJECTIVES

- Continue to work to implement alternatives to secure detention.
- Continue to work with Children's Division to expedite permanency in Child Abuse and Neglect cases whether through the termination of jurisdiction due to reunification, termination of parental rights and adoption, or guardianship.
- Work to ensure all youths with formal delinquency or status offense cases are represented by counsel and at all stages of the proceedings.
- Continue training regarding trauma and the impact it has on the youth we serve.
- Continue utilizing and developing diversion programming.

**GENERAL FUND EXPENDITURES
JUVENILE DIVERSION GRANTS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	296	611.100	Regular Wages	25,997	27,477	27,477	0
2	100	296	613.100	FICA	1,849	2,102	2,102	0
3	100	296	614.100	Retirement-LAGERS	1,965	4,534	4,534	0
4	100	296	617.100	Life Insurance	50	60	60	0
5	100	296	617.200	Health Insurance	3,417	4,101	4,101	0
6	100	296	617.300	Dental Insurance	326	392	392	0
7	100	296	617.400	Vision Insurance	101	122	122	0
8				Total Personnel Services	33,705	38,788	38,788	0
9								
10								
11	100	296	623.100	Telephone	0	0	0	0
12	100	296	632.200	Contractual Services	0	0	0	0
13				Total Services	0	0	0	0
14								
15								
16	100	296	651.100	Office Supplies	0	0	0	0
17	100	296	651.104	Uncapitalized Equipment	0	0	0	0
18	100	296	652.100	Mileage	0	0	0	0
19	100	296	655.100	Business Expense	0	0	0	0
20				Total Supplies & Other	0	0	0	0
21								
22								
23	100	296	687.100	Office Equipment	0	0	0	0
24				Total Capital Outlay	0	0	0	0
25								
26								
27								
28								
29				JUVENILE DIVERSION GRANTS				
30				TOTAL EXPENDITURES	33,705	38,788	38,788	0

TRANSFERS TO LESTF

DEPARTMENTAL FUNCTIONS

This department was created under the General Fund to account for the transfers from the General Fund to the Sheriff's department in support of their operations. The General Fund is budgeted to transfer \$3,729,763 in 2020 to the Law Enforcement Sales Tax Fund.

**GENERAL FUND EXPENDITURES
TRANSFERS TO LESTF**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 100	385	690.620	Transfers to LESTF	3,729,763	3,729,763	3,729,763	3,729,763

INDIGENT CARE

DEPARTMENTAL FUNCTIONS

This budget was established to provide funds for Franklin County's indigent citizens. The citizens usually receive Nursing Home Cash Grant and have no family members financially able to supplement their long-term care expenses. This budget provides for \$50 per month per qualified individual.

**GENERAL FUND EXPENDITURES
INDIGENT CARE**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	410	632.200	Contractual Services	1,852	2,000	1,800	2,000
2				Total Services	<u>1,852</u>	<u>2,000</u>	<u>1,800</u>	<u>2,000</u>
3								
4								
5				INDIGENT CARE				
6				TOTAL EXPENDITURES	1,852	2,000	1,800	2,000

RECORDER OF DEEDS

DEPARTMENTAL FUNCTIONS

The Recorder's office is responsible for the recording and preservation of all records pertaining to land, military discharges, and marriage licenses. Additionally, we assist the public in locating real estate records. Other responsibilities include the creation of custom GIS maps at the request of the public.

2019 ACCOMPLISHMENTS

- Implemented new vitals program that allows marriage applicants to pre-apply online, ultimately streamlining the onsite application process
- Implemented hands-free, bulk, image sales
- Completed back indexing of all historical, land records from 1890 to present making them available for a full, online search

2020 OBJECTIVES

- Continue back indexing of all historical, land records from 1819 to 1890 making them available for a full, online search.
- Pursue the improved quality of online, digital records
- Replacement of Fujitsu scanners first purchased in 2009

**GENERAL FUND EXPENDITURES
RECORDER OF DEEDS**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	445	611.100	Regular Wages	278,434	277,575	277,575	277,575
2	100	445	612.100	Part-time Wages	7,995	0	0	0
3	100	445	613.100	FICA	19,277	16,950	21,234	21,234
4	100	445	614.100	Retirement-LAGERS	46,494	45,800	45,800	46,910
5	100	445	615.100	Unemployment	0	0	0	0
6	100	445	617.100	Life Insurance	423	420	420	454
7	100	445	617.200	Health Insurance	55,937	57,617	57,617	67,696
8	100	445	617.300	Dental Insurance	2,742	2,742	2,742	2,825
9	100	445	617.400	Vision Insurance	852	852	852	852
10				Total Personnel Services	412,154	401,956	406,240	417,546
11								
12								
13	100	445	623.100	Telephone	2,480	0	0	0
14	100	445	623.150	Office Internet	3,590	3,600	3,600	3,600
15	100	445	624.100	Postage & Freight	540	600	600	600
16	100	445	625.100	Rent & Leases	1,810	1,825	1,825	1,825
17	100	445	626.100	Maintenance & Repairs	0	0	0	0
18	100	445	632.200	Contractual Services				
19				(Computer System Exp.)	95,906	100,222	100,222	91,402
20	100	445	634.100	Training	2,103	2,292	2,500	2,500
21				Total Services	106,429	108,539	108,747	99,927
22								
23								
24	100	445	651.100	Office Supplies	2,911	3,500	3,000	3,000
25	100	445	651.104	Uncapitalized Equipment	5,018	5,000	5,000	0
26	100	445	652.100	Mileage	694	1,000	1,000	1,000
27	100	445	653.100	Books & Publications	0	0	0	0
28	100	445	654.100	Memberships	170	300	300	300
29	100	445	661.100	Miscellaneous Other				
30				(Microfilm Expenses)	5,845	208	208	0
31				Total Supplies & Other	14,638	10,008	9,508	4,300
32								
33								
34	100	445	687.100	Office Equipment	0	0	0	0
35				Total Capital Outlay	0	0	0	0
36								
37								
38				RECORDER OF DEEDS				
39				TOTAL EXPENDITURES	533,221	520,503	524,495	521,773

BUILDING DEPARTMENT

DEPARTMENTAL FUNCTIONS

Issue permits and inspect new construction of structures within unincorporated Franklin County to establish minimum requirements to safeguard the public safety, health and general welfare per adopted code.

2019 ACCOMPLISHMENTS

- Continued inspections to provide safeguard and health welfare to the public and enforce the adopted building codes.
- Worked with Planning and Zoning regarding approval of permit applications.
- Re-registered State Health Department certified sewer installers, Perc testers and soil scientists.
- Acquired check printing software for writing escrow refunds.
- Investigated and addressed sewer and building complaints.
- Worked with special prosecutor to take legal action on code violations.
- Provided response and records regarding research and sunshine requests.
- Inspectors attending training seminars.
- Office staff provided office support of Maintenance Department including but not limited to payroll, purchase orders and other general clerical support.
- Replaced inspectors' desk computers with tablets.

2020 OBJECTIVES

- Upgrade vehicle fleet.
- Fill existing vacant inspector position with qualified applicant.
- Work with IT with implementation of utilizing the inspector tablets in the field.
- Continue education and certification for inspectors.

**GENERAL FUND EXPENDITURES
BUILDING DEPARTMENT**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	450	611.100	Regular Wages	304,551	297,747	297,747	297,747
2	100	450	613.100	FICA	21,594	21,554	22,778	22,778
3	100	450	614.100	Retirement-LAGERS	46,624	49,128	49,128	50,319
4	100	450	617.100	Life Insurance	405	420	454	454
5	100	450	617.200	Health Insurance	44,371	41,643	44,906	58,378
6	100	450	617.300	Dental Insurance	2,742	2,742	2,742	3,228
7	100	450	617.400	Vision Insurance	852	852	852	852
8				Total Personnel Services	421,139	414,086	418,607	433,756
9								
10								
11	100	450	623.100	Telephone	4,661	0	0	0
12	100	450	624.100	Postage & Freight	740	700	550	700
13	100	450	626.100	Maintenance & Repairs	5,611	5,000	5,000	5,000
14	100	450	632.200	Contractual Services	388	1,000	500	1,000
15	100	450	634.100	Training	533	2,000	2,000	2,500
16				Total Services	11,933	8,700	8,050	9,200
17								
18								
19	100	450	651.100	Office Supplies	3,053	1,250	1,250	1,250
20	100	450	651.104	Uncapitalized Equipment	11,359	0	0	0
21	100	450	653.100	Books & Publications	773	500	100	500
22	100	450	654.100	Memberships	390	650	650	650
23	100	450	655.100	Business Expense	91	100	50	100
24	100	450	656.100	Printing & Binding	1,998	2,000	2,000	2,000
25	100	450	657.100	Fuel	9,863	12,000	9,495	12,000
26	100	450	661.100	Miscellaneous Other	266	500	450	500
27	100	450	661.110	Permit Refunds	3,201	5,000	1,500	5,000
28				Total Supplies & Other	30,994	22,000	15,495	22,000
29								
30								
31	100	450	685.100	Vehicles	0	0	0	32,000
32	100	450	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	0	0	0	32,000
34								
35								
36				BUILDING DEPARTMENT				
37				TOTAL EXPENDITURES	464,066	444,786	442,152	496,956

PURCHASING DEPARTMENT

DEPARTMENTAL FUNCTIONS

The County Commission administers the budget for the Purchasing Department. This department is governed by RSMo 50.753.1 through 50.757.1.

2019 ACCOMPLISHMENTS

- Implemented online vendor registry process/platform.
- Transitioned department to new leadership and new employee.
- Completion of Sheriff Office Detention Center construction project solicitations and contracts.
- Representing Franklin County as a board member of the Missouri Association of Public Procurement.
- Management of County contracts.

2020 OBJECTIVES

- Implement electronic purchase order software.
- End User training on purchasing procedures and best practices.
- Certified Public Buyer on staff.
- Continued guidance to promote end user and vendor understanding of procurement process.
- Continuing education for new staff.
- Support Franklin County in following procurement laws and guidelines.
- Create and/or maintain relationships for cooperative purchasing opportunities.
- Explore options/cost for online bidding platforms.

**GENERAL FUND EXPENDITURES
PURCHASING DEPARTMENT**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	500	611.100	Regular Wages	89,391	89,103	96,239	78,430
2	100	500	611.200	Overtime	0	0	0	0
3	100	500	613.100	FICA	6,297	6,816	7,362	6,000
4	100	500	614.100	Retirement-LAGERS	15,040	14,702	15,879	13,255
5	100	500	617.100	Life Insurance	121	120	124	130
6	100	500	617.200	Health Insurance	14,132	17,446	8,881	10,355
7	100	500	617.300	Dental Insurance	783	784	751	807
8	100	500	617.400	Vision Insurance	243	244	233	244
9				Total Personnel Services	126,007	129,215	129,470	109,221
10								
11								
12	100	500	623.100	Telephone	550	0	0	106,300
13	100	500	624.100	Postage & Freight	48	100	40	100
14	100	500	626.100	Maintenance and Repairs	0	250	20	250
15	100	500	630.100	Utilities	0	0	0	240,000
16	100	500	631.100	Advertising	4,743	3,000	3,000	3,000
17	100	500	632.200	Contractual Services	0	0	3,045	7,190
18	100	500	634.100	Training	2,795	2,000	1,490	1,915
19				Total Services	8,136	5,350	7,595	358,755
20								
21								
22	100	500	651.100	Office Supplies	742	1,000	850	1,500
23	100	500	651.104	Uncapitalized Equipment	835	0	329	0
24	100	500	652.100	Mileage	117	500	500	500
25	100	500	653.100	Books & Publications	189	500	0	350
26	100	500	654.100	Memberships	393	410	353	350
27	100	500	655.100	Business Expense	1,013	4,000	2,555	2,005
28				Total Supplies & Other	3,289	6,410	4,587	4,705
29								
30								
31	100	500	687.100	Office Equipment	0	0	0	0
32				Total Capital Outlay	0	0	0	0
33								
34								
35				PURCHASING DEPARTMENT				
36				TOTAL EXPENDITURES	137,432	140,975	141,652	472,681

HUMAN RESOURCE

DEPARTMENTAL FUNCTIONS

The Human Resource Department, which previously operated under the County Clerk's Office, became a department under the County Commission starting in 2019. The staff of two manages, maintains and enhances the organization's human resources by planning, implementing, and evaluating employee relations and human resource policies, programs, and practices. Maintains compensation by evaluating, recommending, and administering benefit programs. The staff analyzes and processes payroll for more than 370 employees on a bi-weekly bases. They also maintain a database and process payroll for more than 265 Election Service Workers 2 – 4 times a year. The staff manages, enrolls, data inputs, reconciles and authorizes disbursement for all benefit programs. Benefits include self-funded health plan, Teladoc, dental, vision, life, EAP, COBRA, RETIREE, FSA, Aflac, LegalShield, I.U.O.E. Local 148 Union Dues, and charitable contributions to United Way and Backstoppers. Retirement benefits include LAGERS, CERF, and Deferred Compensation plans with Nationwide and CERF. The department works with the County Commissioners in determining the annual health, dental, vision and life insurance for county employees.

The staff verifies and authorizes the annual workers' compensation invoices, as well as manages reports and documents all injuries, coordinates and authorizes treatment plans. They also work closely with third party administrator to ensure treatment and return to work plans, temporary disability payments and case management. The staff is also responsible for preparing and managing the annual workers' compensation audit. The Human Resource department also works closely with the annual external auditing company by collecting, documenting, and auditing from all departments the annual compensated absence figures. The staff maintains the database, monitors and authorizes the required ACA documents are completed on scheduled deadlines.

The staff is responsible for all new hire orientations, federal and state employment compliance, personnel files and retention, FMLA, all benefit and retirement enrollments and changes, terminations and retirement processing, employment verifications, Medicare employment verifications and annual notices, garnishment, child support and Mandatory tax levy and Medical Support orders, numerous Federal and State reporting requirements, vendor/agency data input, support documentation for grants and maintains the County's budget benefit database. There are many other responsibilities of the Human Resource department too numerous to list.

2019 ACCOMPLISHMENTS

- The department has stayed on track with most of our budget accounts for the year.
- We have been able to cut back on health insurance costs for the department, and expect to have excess left over at the end of the year.

2020 OBJECTIVES

- The department will be implementing a new HR/Payroll software at the beginning of the year. The objective is to save money and time between all departments with streamlining time sheets and benefits on an electronic system.
- The new software system will be more time effective to allow the department to control overtime wages.

**GENERAL FUND EXPENDITURES
HUMAN RESOURCE**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	510	611.100	Regular Wages	0	82,914	77,067	81,843
2	100	510	611.200	Overtime Wages	0	0	3,199	0
3	100	510	613.100	FICA	0	6,343	6,140	6,261
4	100	510	614.100	Retirement-LAGERS	0	13,681	13,244	13,831
5	100	510	617.100	Life Insurance	0	120	108	130
6	100	510	617.200	Health Insurance	0	17,446	16,079	22,680
7	100	510	617.300	Dental Insurance	0	784	653	807
8	100	510	617.400	Vision Insurance	0	244	203	244
9				Total Personnel Services	0	121,532	116,693	125,796
10								
11								
12	100	510	624.100	Postage & Freight	0	100	125	200
13	100	510	626.100	Maintenance & Repairs	0	0	419	750
14	100	510	632.200	Contractual Services	0	59,500	69,500	73,000
15	100	510	634.100	Training	0	500	87	500
16				Total Services	0	60,100	70,131	74,450
17								
18								
19	100	510	651.100	Office Supplies	0	1,000	0	1,000
20	100	510	651.104	Uncapitalized Equipment	0	1,000	0	500
21	100	510	652.100	Mileage	0	0	0	100
22	100	510	653.100	Books & Publications	0	300	0	150
23	100	510	656.100	Printing & Binding	0	2,000	0	1,000
24				Total Supplies & Other	0	4,300	0	2,750
25								
26	100	510	687.100	Office Equipment	0	0	0	0
27				Total Capital Outlay	0	0	0	0
28								
29								
30				HUMAN RESOURCE				
31				TOTAL EXPENDITURES	0	185,932	186,824	202,996

VOTER REGISTRATION & ELECTIONS

DEPARTMENTAL FUNCTIONS

This office is responsible for all voter registration activities in the County, including new registrations, address changes, and name changes; as well as cancellations due to death, incarceration, or the registrant moving out of Franklin County. While taking care of the voter registration activities, we are also helping keep the Missouri state-wide database up-to-date.

Our office is also responsible for conducting all public elections held in Franklin County, training approximately 300 election judges, youth participants and additional staff per election, as well as taking filings for candidates for certain entities and all county offices. We also work with the Ethics Commission and local candidates to insure that campaign disclosure reports get filed, as well as providing regional training with the Ethics Commission and new candidates.

Another responsibility that our office has is checking the validity of all signatures submitted on petitions to the Secretary of State's Office. We not only check the signature, but we also check to make sure the petition signer was registered to vote on the date the petition was signed and that the address they provided was accurate. There is a strict timeline on getting these checked and the results returned to the state.

2019 ACCOMPLISHMENTS

- Prepared and executed one major election and one small election.
- Per Federal Laws, cleaned/purged voter registration database.
- Worked on the cross-state and the out-of-state voter registration lists and purged the records of voters who are no longer residing in Franklin County.
- Worked on restocking inventory to prepare for the 2020 busy election year.
- Cleaned and reorganized the supply rooms. Including shredding any out-of-date election information/materials (per state statute).
- Attended IGO conference to learn best practices and procedures from election officials across the United States and other countries.

2020 OBJECTIVES

- Prepare and execute four major elections, with the possibility of one more.
- Accept filings and filing fees for those candidates who wish to run for a County Office in the August primary.
- Because this is the Presidential election year, we must be prepared to process and extremely high number of new registrations as well as address changes, name changes and cancellations.
- Be prepared to issue, receive and process a high number of absentee ballots.
- Continue to work with Adkins to improve election judge training.

- Work with the Secretary of State's Office to better utilize the state-wide database and to improve its efficiency. Including going to training sessions or by viewing webinars that the SOS may offer.
- Attend the International Association of government Officials Conference in January to continue education and to learn best practices and ideas to help improve the election process from officials around the United States and other countries.
- Process all initiative petitions that the Secretary of State may send us in a precise and timely manner (there have been over 100 submitted to the SOS for the beginning phases).

**GENERAL FUND EXPENDITURES
VOTER REGISTRATION & ELECTIONS**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	550	611.100	Regular Wages	164,664	159,959	159,959	159,959
2	100	550	611.200	Overtime Wages	2,660	8,000	0	8,000
3	100	550	612.100	Part-Time Wages	1,349	15,000	0	15,000
4	100	550	613.100	FICA	11,360	12,772	12,237	13,996
5	100	550	614.100	Retirement-LAGERS	28,119	27,713	26,393	28,385
6	100	550	617.100	Life Insurance	260	300	300	324
7	100	550	617.200	Health Insurance	38,648	39,472	39,472	50,691
8	100	550	617.300	Dental Insurance	1,958	1,959	1,959	2,018
9	100	550	617.400	Vision Insurance	608	609	609	609
10				Total Personnel Services	249,626	265,784	240,929	278,982
11								
12								
13	100	550	623.100	Telephone	2,209	0	0	0
14	100	550	624.100	Postage & Freight	42,967	30,000	28,000	43,000
15	100	550	625.100	Rent & Leases	15,690	10,000	8,000	22,500
16	100	550	626.100	Maintenance & Repairs	29,905	38,300	37,000	38,300
17	100	550	631.100	Advertising	6,241	3,000	1,000	10,000
18	100	550	632.200	Contractual Services	251,821	200,000	125,000	390,000
19	100	550	634.100	Training	2,016	3,000	3,000	4,000
20				Total Services	350,849	284,300	202,000	507,800
21								
22								
23	100	550	651.100	Office Supplies	6,564	10,000	9,000	13,000
24	100	550	651.104	Uncapitalized Equipment	0	12,000	2,000	12,000
25	100	550	652.100	Mileage	5,508	5,000	3,700	8,000
26	100	550	655.100	Business Expense	3,002	3,000	3,000	4,000
27				Total Supplies & Other	15,074	30,000	17,700	37,000
28								
29								
30	100	550	686.100	Other Equipment	0	0	0	0
31				Total Capital Outlay	0	0	0	0
32								
33								
34				REGISTRATION & ELECTIONS				
35				TOTAL EXPENDITURES	615,549	580,084	460,629	823,782

UNIVERSITY OF MISSOURI EXTENSION CENTER

DEPARTMENTAL FUNCTIONS

Using science-based knowledge, University of Missouri Extension engages people to understand change, solve problems and make informed decisions. Innovative program areas include agriculture, business and economic development, community development, strengthening families, consumer economics, horticulture, enhancing health and nutrition, protecting the environment, youth development and continuing education. The Franklin County University of Missouri Extension Center serves as a doorway to the University of Missouri Land Grant System and its wealth of resources and information.

**GENERAL FUND EXPENDITURES
UNIVERSITY OF MISSOURI EXTENSION CENTER**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	560	625.100	Rent & Leases	14,400	14,400	14,400	14,400
2	100	560	632.200	Contractual Services	164,604	135,600	135,600	135,600
3				Total Services	179,004	150,000	150,000	150,000
4								
5								
6				UNIV. OF MO EXT. CENTER				
7				TOTAL EXPENDITURES	179,004	150,000	150,000	150,000

PLANNING AND ZONING

DEPARTMENTAL FUNCTIONS

Planning and Zoning is responsible for regulating a variety of planning activities in unincorporated Franklin County, including land divisions, lot-line adjustments, zoning districts, and floodplain administration. Related to these activities, we handle the process of surveys and subdivision plats, rezoning requests, conditional use permits, zoning enforcement, requests for appeals and variances from zoning regulations, and flood plain development permit requests. When needed, Planning and Zoning has also been helping with County Wide Tourism and Economic Development.

2019 ACCOMPLISHMENTS

- Continued looking at the Unified Land Use Regulations and amended as needed
- Had public hearings for amending the Unified Land Use Regulations
- Passed multiple amendments to the Unified Land Use Regulations, including Medical Marijuana
- Served the public through public hearings and administrative procedures
- Zoning enforcement sent out numerous violations and filed criminal charges against numerous landowners to resolve violations.
- Continued hearing zoning violation cases in municipal court
- Provided support to the Planning and Zoning Commission and Board of Zoning Adjustment by providing them with written staff reports for all public meetings as well as other necessary information
- Sought a new member to the Planning and Zoning Commission for Central Township
- Continued the process of rezoning the County and created new zoning districts
- Held public hearings for rezoning the County and new zoning districts
- Worked on amending the Addressing Policy
- Attended training and workshops for planning and floodplain management
- Working with EMA and cities to correct addressing mistakes along the service roads near Sullivan and St. Clair

2020 OBJECTIVES

- Increase the knowledge and skills of the Planning and Zoning staff through training opportunities
- Continue to close both old and new violation files with the help of the municipal court

- Increase the knowledge and skills of the Planning and Zoning Commission and Board of Zoning Adjustment through training opportunities
- Continue to look at the regulations and amend as needed
- Amend the Addressing Policy of Franklin County
- Implement new zoning and zoning districts in Franklin County

**GENERAL FUND EXPENDITURES
PLANNING & ZONING**

					2018	2019	2019	2020
	Fund	Dept.	Account No.	Description	Actual	Adopted Budget	Estimated By Dept.	Adopted Budget
1	100	565	611.100	Regular Wages	155,627	166,911	166,911	139,280
2	100	565	613.100	FICA	10,037	12,769	12,769	10,655
3	100	565	614.100	Retirement-LAGERS	23,767	27,540	27,540	23,538
4	100	565	617.100	Life Insurance	227	240	260	195
5	100	565	617.200	Health Insurance	39,283	42,619	42,619	38,058
6	100	565	617.300	Dental Insurance	1,469	1,567	1,567	1,211
7	100	565	617.400	Vision Insurance	456	487	487	366
8				Total Personnel Services	<u>230,866</u>	<u>252,133</u>	<u>252,153</u>	<u>213,303</u>
9								
10								
11	100	565	623.100	Telephone	1,851	0	0	0
12	100	565	624.100	Postage & Freight	909	1,100	800	1,000
13	100	565	625.100	Rent & Leases	35	35	35	35
14	100	565	626.100	Maintenance & Repairs	0	100	100	100
15	100	565	631.100	Advertising	1,206	1,700	1,200	1,500
16	100	565	632.200	Contractual Services	32,041	36,692	30,000	35,325
17	100	565	634.100	Training	651	1,600	1,110	1,600
18				Total Services	<u>36,693</u>	<u>41,227</u>	<u>33,245</u>	<u>39,560</u>
19								
20								
21	100	565	651.100	Office Supplies	1,472	700	600	875
22	100	565	651.104	Uncapitalized Equipment	3,685	250	0	1,070
23	100	565	652.100	Mileage	244	520	824	500
24	100	565	654.100	Memberships	401	635	635	729
25	100	565	656.100	Printing & Binding	383	1,500	1,000	1,500
26	100	565	657.100	Fuel	309	600	420	500
27	100	565	660.100	Other Supplies	172	200	0	200
28	100	565	661.100	Miscellaneous Other	5,996	5,340	6,000	7,200
29	100	565	661.110	Refunds	105	1,400	750	1,400
30				Total Supplies & Other	<u>12,767</u>	<u>11,145</u>	<u>10,229</u>	<u>13,974</u>
31								
32								
33	100	565	685.100	Vehicles	0	0	0	0
34	100	565	687.100	Office Equipment	0	0	0	0
35				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
36								
37				PLANNING & ZONING				
38				TOTAL EXPENDITURES	280,326	304,505	295,627	266,837

ECONOMIC DEVELOPMENT

DEPARTMENTAL FUNCTIONS

We are managed through Planning and Zoning and are responsible for directing and maintaining aspects of the County's Economic Development and Tourism related activities including all budgetary matters. We develop the County's economic development plans, coordinate and support the County's Community Economic Development Committee. In addition to the above listed responsibilities, we are also the administrative body for the following:

- Franklin County Industrial Development Authority
- Franklin County Economic Development Council
- Bicentennial Committee

2019 ACCOMPLISHMENTS

- IDA awarded a scholarship in the name of Don Voss.
- Continued meeting with the Bicentennial Committee in planning for the upcoming events.

2020 OBJECTIVES

- Meet with the Franklin County Economic Development Committee to help further economic development in Franklin County.

**GENERAL FUND EXPENDITURES
ECONOMIC DEVELOPMENT/TOURISM**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	567	624.100	Postage & Freight	108	250	0	0
2	100	567	631.100	Advertising	0	0	0	0
3	100	567	632.200	Contractual Services	0	0	0	0
4	100	567	634.100	Training	0	0	0	0
5				Total Services	<u>108</u>	<u>250</u>	<u>0</u>	<u>0</u>
6								
7	100	567	651.104	Uncapitalized Equipment	0	0	0	0
8	100	567	652.100	Mileage	0	0	0	0
9	100	567	654.100	Memberships	225	325	225	0
10	100	567	655.100	Business Expense	0	0	0	0
11	100	567	656.100	Printing & Binding	0	0	0	0
12	100	567	660.100	Other Supplies	0	0	0	0
13	100	567	661.100	Miscellaneous Other	5,959	8,140	3,865	0
14				Total Supplies & Other	<u>6,184</u>	<u>8,465</u>	<u>4,090</u>	<u>0</u>
15								
16								
17								
18				ECONOMIC DEV./TOURISM				
19				TOTAL EXPENDITURES	6,292	8,715	4,090	0

EMERGENCY MANGEMENT AGENCY (EMA)

DEPARTMENTAL FUNCTIONS

The Franklin County Emergency Management Agency (EMA) is responsible for Emergency Management for unincorporated Franklin County and is the second level of assistance for incorporated jurisdictions. We provide support to responding agencies in emergency situations and maintain and operate the Franklin County Emergency Operations Center. We help coordinate emergency planning, response, recovery, mitigation, and prevention activities between all stakeholders throughout the County, Region, and State.

2019 ACCOMPLISHMENTS

- Continuing in to 2019, since 2016, Franklin County EMA coordinated Long Term Recovery Committee (LTRC) meetings following DR-4250 and DR-4317. In February 2019, the LTRC concluded their recovery efforts and the Franklin County Community Organizations Active in Disasters (COAD) returned to conducting quarterly meetings under the EMA's coordination.
- EMA and 911 participated in a 3-day full-scale active killer exercise conducted at Union High School in coordination with the school district, Franklin County Sheriff's Office, and all county fire, EMS, and LE agencies.
- EMA and the City of Washington EMA co-hosted several FEMA Virtual Tabletop Exercises to bring first responders from throughout the county together to discuss topics such as active killer and earthquake response.
- EMA Director, Abe Cook, worked closely with Navigate and their contractors on the planning of the new EMA offices and EOC under construction at the current Franklin County Sheriff's Office location.
- Deputy Director, Stephanie Norton, completed her Hazardous Materials Technician certification and is playing a larger role with the Franklin County HSRT.
- Cook and Norton both continue active participation on several local (LEPC, COAD), regional (STARRS, SWMD), and state (MOVOAD) committees relating to emergency management.
- Cook and Aaron Aitch (Field Operations) serve on the Region C IST and State IMT in multiple capacities.
- Partnered with Franklin County Health Department to train volunteers for POD response.
- *(Should be completed following 2 courses in September)* Norton completed her Level I Professional Continuity Practitioner program.

2020 OBJECTIVES

- Support local and regional planning and response to incidents and events.
- Continue to partner with FEMA and City of Washington EMA to offer VTTX opportunities to response partners in Franklin County.
- Continue participation on local, regional, and state committees.
- Partner with other counties for trainings and exercise to identify best practices and gaps.

**GENERAL FUND EXPENDITURES
EMERGENCY MANAGEMENT AGENCY**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	570	611.100	Regular Wages	108,702	108,305	108,305	108,305
2	100	570	611.200	Overtime	0	2,000	0	2,000
3	100	570	613.100	FICA	7,926	7,826	8,285	8,438
4	100	570	614.100	Retirement-LAGERS	18,293	18,200	17,870	18,642
5	100	570	617.100	Life Insurance	121	120	130	130
6	100	570	617.200	Health Insurance	8,202	8,442	8,442	15,686
7	100	570	617.300	Dental Insurance	783	784	784	807
8	100	570	617.400	Vision Insurance	243	244	244	244
9				Total Personnel Services	144,270	145,921	144,060	154,252
10								
11								
12	100	570	623.100	Telephone	6,126	0	0	0
13	100	570	624.100	Postage & Freight	90	200	25	200
14	100	570	626.100	Maintenance & Repairs	4,778	10,000	2,000	10,000
15	100	570	632.200	Contractual Services	3,972	10,000	2,500	9,300
16				Total Services	14,966	20,200	4,525	19,500
17								
18								
19	100	570	651.100	Office Supplies	0	500	200	500
20	100	570	651.104	Uncapitalized Equipment	1,237	3,000	0	3,000
21	100	570	652.100	Mileage	0	200	0	200
22	100	570	653.100	Books & Publications	174	500	90	505
23	100	570	654.100	Memberships	92	250	150	450
24	100	570	655.100	Business Expense	611	1,500	350	1,500
25	100	570	656.100	Printing & Binding	0	250	0	250
26	100	570	657.100	Fuel	1,368	1,500	1,500	2,000
27	100	570	660.100	Other Supplies	1,238	10,000	2,000	10,000
28				Total Supplies & Other	4,720	17,700	4,290	18,405
29								
30								
31	100	570	685.100	Vehicles	0	0	0	0
32	100	570	686.100	Other Equipment	0	0	0	0
33	100	570	687.100	Office Equipment	0	0	0	0
34				Total Capital Outlay	0	0	0	0
35								
36				EMERGENCY MANAGEMENT AGENCY				
37				TOTAL EXPENDITURES	163,956	183,821	152,875	192,157

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

DEPARTMENTAL FUNCTIONS

The Local Emergency Planning Committee (LEPC) is an organization that is required by state statutes. It is collaboration between public and private community members who may have input in hazardous materials response or general emergency response situations.

It is funded through fees paid by organizations with hazardous materials, which go the State of Missouri and then are filtered back to the community for training and education.

2019 ACCOMPLISHMENTS

- Washington Fire Department hosted a Hazardous Materials Technician practical examination. Evaluators were coordinated through the Missouri Division of Fire Safety. The FCLEPC paid for the evaluators and meal. This was a pilot HMT class, utilizing online and recorded training, weeknight and weekend hands-on practice, and a day-long locally hosted practical examination. Many of our new HMTs assisted with security at the Stanley Cup Playoff games in St. Louis.
- The first responder agencies, EMA, 911, and the LEPC continue to utilize the online GoToMeeting service from LogMeIn, Inc. This encourages more participation from responders who cannot leave their stations to attend meetings. It lessens travel costs for meeting attendees. GoToMeeting was the online format utilized for the HMT course discussed above.
- CEPF funds have allowed the LEPC to purchase textbooks for the HMIR Awareness and Operations courses required for Fire I & II curriculum.
- New attendees from FC participated in the Pipeline Association of Missouri (PAM) meetings, now offered twice a year in the area. The HSEEP tabletop exercise provides our responders an opportunity to exercise with regional partners.
- LEPC Secretary, Stephanie Norton, communicated with EPA and MoDNR on multiple hazardous material related incidents in the county. She participated on two on-site walkthrough's of incidents and coordinated with local fire departments and the Franklin County Sheriff's office for site security concerns.

2020 OBJECTIVES

- Conduct a tabletop exercise on chlorine release response with HSRT members.
- Further enhance training capabilities for first responders through hazmat exercises and training equipment. (Note: recent equipment purchases filled a gap in our region. We share expensive training and exercise props and equipment with other local hazmat teams, such as St. Charles and Jefferson Counties.)

**GENERAL FUND EXPENDITURES
LOCAL EMERGENCY PLANNING**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	571	623.100 Telephone	1,678	0	0	0
2	100	571	624.100 Postage & Freight	0	200	10	200
3	100	571	626.100 Maintenance & Repairs	0	500	0	500
4	100	571	632.200 Contractual Services	1,470	3,000	1,200	3,000
5	100	571	632.220 Contractual Services 2	0	0	202	0
6	100	571	634.100 Training	3,164	10,000	4,000	24,000
7			Total Services	<u>6,312</u>	<u>13,700</u>	<u>5,412</u>	<u>27,700</u>
8							
9							
10	100	571	651.100 Office Supplies	0	1,000	0	1,000
11	100	571	651.104 Uncapitalized Equipment	0	2,000	0	2,000
12	100	571	652.100 Mileage	0	300	0	300
13	100	571	653.100 Books & Publications	0	500	24	500
14	100	571	656.100 Printing & Binding	66	500	23	500
15	100	571	657.100 Fuel	0	200	0	100
16	100	571	661.100 Miscellaneous Other	4,028	15,000	1,000	15,000
17			Total Supplies & Other	<u>4,094</u>	<u>19,500</u>	<u>1,047</u>	<u>19,400</u>
18							
19							
20	100	571	686.100 Other Equipment	23,259	15,000	0	20,000
21			Total Capital Outlay	<u>23,259</u>	<u>15,000</u>	<u>0</u>	<u>20,000</u>
22							
23							
24			LOCAL EMERGENCY				
25			PLANNING				
26			TOTAL EXPENDITURES	33,665	48,200	6,459	67,100

INFORMATION TECHNOLOGY

DEPARTMENTAL FUNCTIONS

IT functions include the maintenance of the County's inventory of servers, workstations, printers, switches, routers, firewalls, scanners, and plotters. The County maintains a network for the buildings located in downtown Union along with remote locations. IT functions also include the development and maintenance of software applications, along with the support of other third party applications. Help desk support is provided for both hardware and software issues. Intranet and internet websites are maintained for the sharing and distribution of information and data.

**GENERAL FUND EXPENDITURES
INFORMATION TECHNOLOGY**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	580	611.100	Regular Wages	0	0	0	0
2	100	580	613.100	FICA	0	0	0	0
3	100	580	614.100	Retirement-LAGERS	0	0	0	0
4	100	580	615.100	Unemployment	640	0	0	0
5	100	580	617.100	Life Insurance	0	0	0	0
6	100	580	617.200	Health Insurance	0	0	0	0
7	100	580	617.300	Dental Insurance	0	0	0	0
8	100	580	617.400	Vision Insurance	0	0	0	0
9				Total Personnel Services	<u>640</u>	<u>0</u>	<u>0</u>	<u>0</u>
10								
11								
12	100	580	623.100	Telephone	1,509	0	0	0
13	100	580	624.100	Postage & Freight	0	0	0	0
14	100	580	625.100	Rent & Leases	0	0	0	0
15	100	580	626.100	Maintenance & Repairs	8,297	15,000	16,996	15,000
16	100	580	629.100	Other Professional Services	0	0	0	0
17	100	580	632.200	Contractual Services	974,639	977,389	977,389	350,000
18	100	580	634.100	Training				
19				Total Services	<u>984,445</u>	<u>992,389</u>	<u>994,385</u>	<u>365,000</u>
20								
21								
22	100	580	651.100	Office Supplies	0	0	0	0
23	100	580	651.104	Uncapitalized Equipment	22,318	0	0	0
24	100	580	652.100	Mileage	0	0	0	0
25	100	580	655.100	Business Expense	0	0	0	0
26	100	580	661.100	Miscellaneous Other	0	0	0	0
27				Total Supplies & Other	<u>22,318</u>	<u>0</u>	<u>0</u>	<u>0</u>
28								
29								
30								
31	100	580	686.100	Other Equipment	0	10,000	6,228	10,000
32	100	580	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	<u>0</u>	<u>10,000</u>	<u>6,228</u>	<u>10,000</u>
34								
35								
36				INFORMATION TECHNOLOGY				
37				TOTAL EXPENDITURES	1,007,403	1,002,389	1,000,613	375,000

GEOGRAPHIC INFORMATION SERVICES

2019 ACCOMPLISHMENTS

- Continued to update and maintain the current GIS system.
- Continued working with and helping citizens of Franklin County.
- Continued working with various departments in utilizing the GIS system.
- Worked with Planning and Zoning in creating a zoning layer for the GIS map and printed hard copies of the new proposed zoning.

2020 OBJECTIVES

- Continue updating and maintaining the current GIS system as needed.
- Continue working with and helping citizens of Franklin County.
- Continue working with various departments in utilizing the GIS system.

**GENERAL FUND EXPENDITURES
GEOGRAPHIC INFORMATION SYSTEM**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	581	611.100	Regular Wages	35,380	35,276	35,276	35,276
2	100	581	612.100	Part-Time Wages	11,398	16,000	15,000	16,000
3	100	581	613.100	FICA	3,459	3,923	3,846	3,923
4	100	581	614.100	Retirement-LAGERS	5,951	5,821	5,821	5,962
5	100	581	615.100	Unemployment	0	0	0	0
6	100	581	617.100	Life Insurance	60	60	65	65
7	100	581	617.200	Health Insurance	4,101	4,101	4,101	5,331
8	100	581	617.300	Dental Insurance	392	392	392	404
9	100	581	617.400	Vision Insurance	122	122	122	122
10				Total Personnel Services	60,863	65,695	64,623	67,083
11								
12								
13	100	581	623.100	Telephone	487	0	0	0
14	100	581	624.100	Postage & Freight	0	0	0	100
15	100	581	626.100	Maintenance & Repairs	15,524	16,402	16,200	16,402
16	100	581	629.100	Other Professional Services	0	0	0	0
17	100	581	632.200	Contractual Services	0	0	0	0
18	100	581	634.100	Training	50	4,000	0	0
19				Total Services	16,061	20,402	16,200	16,502
20								
21								
22	100	581	651.100	Office Supplies	1,245	500	500	500
23	100	581	651.104	Uncapitalized Equipment	0	0	0	300
24	100	581	652.100	Mileage	0	0	0	0
25	100	581	655.100	Business Expense	0	0	0	0
26	100	581	661.100	Miscellaneous Other	0	0	0	0
27				Total Supplies & Other	1,245	500	500	800
28								
29								
30								
31	100	581	686.100	Other Equipment	0	0	0	0
32	100	581	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	0	0	0	0
34								
35								
36				GEOGRAPHIC INFORMATION SYSTEM				
37				TOTAL EXPENDITURES	78,169	86,597	81,323	84,385
38								

MAINTENANCE DEPARTMENT

DEPARTMENTAL FUNCTIONS

The Maintenance Department maintains buildings and systems elevators, HVAC, electrical, plumbing hardware and painting. It performs or oversees preventive maintenance. This department maintains the grounds, including cutting grass and removing snow. It oversees the daily cleaning not performed by other departments. It oversees all contracted repairs. The Maintenance Department orders supplies and oversees cleaning contractors. It repairs, replaces and maintains equipment.

2019 ACCOMPLISHMENTS

- Assumed all repairs and preventative maintenance for Sheriff's kitchen and laundry area.
- Assumed outside lawn care at Sheriff's Office.
- Constructed an office within the Government Center to house the newly-restructured Human Resource Department.
- Installed WIFI to Butler Building at the Sheriff's Office.
- Continued maintenance and upkeep of grounds at Historic Courthouse, Judicial and Government buildings (cut grass, trim bushes, pulled weeds, plowed snow).
- Maintained building (making repairs and performing upkeep maintenance as necessary).
- Electrical power station for brim area Highway east.
- Highway east bay and break area lights changed to LED lights.
- Changed out dome lights in Government Center to LED lights.
- Changed out lights on outside of Government Center to LED lights.
- Changed lights on ground floor of government Center to LEED lights.
- Changed lights on second floor of Government Center to LED lights.
- Changed lights in Commission chambers to LED lights.
- Electrical power station for brim area Highway east building.
- Cleaned buildings, cleaned carpets, waxed and buffed floors. Kept bathroom supplies stocked.
- Assisted with movement and storage of surplus items until sold or disposed.
- Worked with County Commission, elected Officials and Department Heads answering maintenance and janitorial requests as needed.
- Filled open janitorial position.
- Greeted and observed Fire Marshall performing fire inspections of the buildings, elevator inspectors, backflow and fire sprinkler inspections.

- Provided a strategy to keep part-time janitorial positions in-house and not outsourced by reducing hours worked and utilizing hand air dryers versus purchasing paper towels creating a cost savings of \$5,000 per year.
- Greeted and observed contracted maintenance mechanics perform routine maintenance work to HVAC system.
- Communicated and worked with Purchasing Agent regarding elevator contract.
- Greeted and observed the performance of pest control services.
- Reworked and converted lighting to LED type in stages within the County buildings.
- Built table with shelves the Clerk's Office.

2020 OBJECTIVES

- Continue maintenance and upkeep of County buildings.
- Maintain building grounds.
- Purchase more equipment as needed to carry out the objectives of this department.
- Work with Sheriff Department for new facility.
- Rework and convert lighting to LED type in stages within the County buildings.

**GENERAL FUND EXPENDITURES
MAINTENANCE**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	585	611.100	Regular Wages	116,650	123,747	123,748	123,748
2	100	585	611.200	Overtime	0	0	0	0
3	100	585	612.100	Part-Time Wages	115,607	116,867	116,854	100,000
4	100	585	613.100	FICA	17,367	18,407	18,406	17,117
5	100	585	614.100	Retirement-LAGERS	19,624	20,418	20,418	20,913
6	100	585	615.100	Unemployment	330	0	0	0
7	100	585	617.100	Life Insurance	181	180	195	195
8	100	585	617.200	Health Insurance	8,202	8,202	8,202	10,663
9	100	585	617.300	Dental Insurance	1,175	1,176	1,176	1,211
10	100	585	617.400	Vision Insurance	365	366	366	366
11				Total Personnel Services	279,501	289,363	289,365	274,213
12								
13								
14	100	585	623.100	Telephone	15,479	106,300	103,000	0
15	100	585	626.100	Maintenance & Repairs	52,955	60,000	60,000	80,000
16	100	585	630.100	Utilities	238,570	240,000	230,000	0
17	100	585	631.100	Advertising	0	300	150	300
18	100	585	632.200	Contractual Services	45,068	56,000	46,000	37,750
19				Total Services	352,072	462,600	439,150	118,050
20								
21								
22	100	585	651.100	Office Supplies	697	1,000	1,000	1,000
23	100	585	651.104	Uncapitalized Equipment	1,069	5,000	3,000	3,000
24	100	585	657.100	Fuel	1,867	3,000	2,700	3,000
25	100	585	658.100	Janitor Supplies	15,311	15,000	15,000	15,000
26	100	585	660.100	Other Supplies	716	1,000	500	2,000
27	100	585	661.100	Miscellaneous Other	591	1,500	750	1,500
28				Total Supplies & Other	20,251	26,500	22,950	25,500
29								
30								
31	100	585	685.100	Vehicles	14,589	0	0	0
32	100	585	686.100	Other Equipment	0	0	0	0
33				Total Capital Outlay	14,589	0	0	0
34								
35								
36				MAINTENANCE DEPARTMENT				
37				TOTAL EXPENDITURES	666,413	778,463	751,465	417,763

SOIL CONSERVATION

DEPARTMENTAL FUNCTIONS

The District works together with city and county agencies, local communities, state and federal agencies, volunteers and associations to get conservation on the land in Franklin County. Working together to help agriculture and urban landowners to protect the natural resources and to make sure that our children will live in a healthy land in the future is the main goal.

Franklin County has provided administrative funding to the Franklin County Soil and Water Conservation District for many years. The District's operating budget relies on funds from the County and through 1/10 of 1% state parks and soils' tax.

**GENERAL FUND EXPENDITURES
SOIL CONSERVATION**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	595	632.200	Contractual Services	17,000	17,000	17,000	17,000
2								
3								
4				SOIL CONSERVATION				
5				TOTAL EXPENDITURES	17,000	17,000	17,000	17,000

MISCELLANEOUS

DEPARTMENTAL FUNCTIONS

This budget is for miscellaneous expenditures within the General Fund as well as transfers from the General Fund to other funds.

**GENERAL FUND EXPENDITURES
MISCELLANEOUS**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	596	617.500	Flex Spending	5,808	10,000	4,500	7,500
2				Total Personnel Services	5,808	10,000	4,500	7,500
3								
4								
5	100	596	629.100	Other Professional Services	185,910	150,000	60,000	100,000
6	100	596	632.200	Contractual Services	27,276	27,102	27,102	27,200
7				Total Services	213,186	177,102	87,102	127,200
8								
9								
10	100	596	661.100	Miscellaneous Other	(724)	40,000	13,000	20,000
11	100	596	661.150	Vets Hall Misc./Records Mangmnt.	0	3,769	0	3,769
12				Total Supplies & Other	(724)	43,769	13,000	23,769
13								
14								
15	100	596	690.200	Transfers To Road & Bridge Fund	5,000	5,000	5,000	32,522
16	100	596	690.450	Transfer To Building Fund	0	0	0	0
17	100	596	690.640	Transfers To County 911	559,696	523,264	523,264	250,000
18				Total Transfers Out	564,696	528,264	528,264	282,522
19								
20	100	596	696.800	Cost of Issuance	0	0	77,410	0
21								
22				MISCELLANEOUS				
23				TOTAL EXPENDITURES	782,966	759,135	710,276	440,991

**GENERAL FUND
CAPITAL IMPROVEMENTS**

DEPARTMENTAL FUNCTIONS

This budget provides for the acquisition or construction of major capital facilities. For the budget year 2020 \$430,650 has been appropriated for principal and interest payments for a portion of the 2019B series of certificates of participation.

**GENERAL FUND EXPENDITURES
CAPITAL IMPROVEMENTS**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	100	597	671.100	Capital Improvement Principal	269,100	290,700	290,700	255,550
2	100	597	672.100	Interest Series 2012	180,605	175,000	175,000	175,100
3				Total Debt Service	449,705	465,700	465,700	430,650
4								
5								
6				CAPITAL IMPROVEMENTS				
7				TOTAL EXPENDITURES	449,705	465,700	465,700	430,650

MEDICAL EXAMINER

DEPARTMENTAL FUNCTIONS

The County contracts with St. Louis University for Medical Examiner services. The Medical Examiner is appointed by the County Commission and is responsible for investigating deaths occurring within Franklin County, and working closely with law enforcement authorities, judicial authorities, and state and federal agencies. Additionally, the Medical Examiner processes death certificates, performs autopsies, and maintains written documentation of all investigations, as required by State Statute.

**GENERAL FUND EXPENDITURES
MEDICAL EXAMINER**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	100	641	632.200	Contractual Services	301,564	312,167	312,167	310,000
2	100	641	661.100	Miscellaneous Other	0	0		0
3								
4								
5				MEDICAL EXAMINER				
6				TOTAL EXPENDITURES	301,564	312,167	312,167	310,000

EMERGENCY FUND

FUND FUNCTIONS

This fund was established by a transfer of \$3,000,00 from the building fund in 2013. The County Commission administers this budget. Missouri Revised Statutes, Chapter 50, Section 50.540 states that the County Commission shall provide in its appropriation order, that an amount equal to not less than three percent of the total estimated general fund revenue shall be appropriated each year as an emergency fund. This appropriation is to be used for unforeseen emergencies.

EMERGENCY FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$2,895,580	\$2,931,080	\$2,935,215	\$2,987,915
2				
3 Estimated Revenue	39,635	35,500	52,700	52,700
4				
5 Estimated Expenditures	0	(2,966,580)	0	(3,040,615)
6				
7 Revenues Over (Under)				
8 Expenditures	39,635	(2,931,080)	52,700	(2,987,915)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$2,935,215	\$0	\$2,987,915	\$0

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
24	150	000	492.100 Interest	39,635	35,500	52,700	52,700
25			Total Misc. Revenue	39,635	35,500	52,700	52,700
26							
27	150	000	498.100 Transfer From General Fund	0	0	0	0
28	150	000	498.450 Transfer From Bldg. Fund	0	0	0	0
29			Total Transfers	0	0	0	0

EXPENDITURES

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
38	150	150	632.200 Contractual Services	0	2,966,580	0	3,040,615
39			Total Services	0	2,966,580	0	3,040,615
40							
41	150	150	686.100 Other Equipment	0	0	0	0
42			Total Capital Outlay	0	0	0	0

EMERGENCY FUND

46			TOTAL EXPENDITURES	0	2,966,580	0	3,040,615
47							
48	150	150	690.300 Transfer to Assessment Fund	0	0	0	0

ROAD AND BRIDGE FUND

DEPARTMENTAL FUNCTIONS

This fund is established and governed by RSMo 137.555 and 137.560. It accounts for the Road and Bridge Administration Department as well as the Road and Bridge Operations Department. The County Commission approves the budget and administers the fund. The County's road and bridge maintenance activities are funded with appropriations from this fund.

ROAD AND BRIDGE FUND

				2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
1			Fund Balance, January 1	\$8,899,750	\$7,179,114	\$7,764,457	\$4,807,885	
2								
3			Projected Revenues	13,476,595	14,586,126	14,225,700	13,178,725	
4								
5			Operating Expenditures	(14,666,438)	(18,907,010)	(17,232,950)	(16,419,090)	
6								
7			Revenues Over (under)					
8			Expenditures	(1,189,843)	(4,320,884)	(3,007,250)	(3,240,365)	
9								
10			Other Financing Sources (Uses)					
11			Sale of Capital Assets	49,550	0	45,678	0	
12			Transfers In	5,000	5,000	5,000	32,522	
13			Transfers Out	0	0	0	(404,297)	
14			Total Other Financing Sources (Uses)	54,550	5,000	50,678	(371,775)	
15								
16			Fund Balance, December 31	\$7,764,457	\$2,863,230	\$4,807,885	\$1,195,745	
17								
18								
19								
20								
21								
22								
23			Appropriated Regular Operations				\$16,823,387	
24			Appropriated Fund Balance				1,195,745	
25			Total Appropriations				18,019,132	
26								
27								
28								
29								
30	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
31	200	000	411.100	Property Tax Current	4,010,714	3,838,917	3,980,503	3,980,503
32	200	000	411.200	Property Tax Delinquent	206,532	333,819	346,131	346,131
33	200	000	411.300	Contra Tax Credit	0	0	2	0
34	200	000	411.310	Contra Washington TIF 1	9,920	0	72	0
35	200	000	411.311	Contra Washington TIF 2	(6,378)	0	(5,505)	0
36	200	000	411.312	Contra Washington TIF 3	0	0	0	0
37	200	000	412.100	Financial Institution Tax	753	2,900	750	750
38	200	000	415.100	Surtax	29,660	28,000	29,660	29,660
39	200	000	419.100	Gas Tax	1,622,911	1,619,640	1,663,310	1,619,340
40	200	000	420.100	Motor Vehicle Tax	695,460	554,400	751,300	562,041
41	200	000	420.150	Conservation Commission	468	450	450	450
42	200	000	421.100	Capital Improvement Sales Tax	6,473,060	6,625,000	6,650,000	6,775,000
43				Total Taxes	13,043,100	13,003,126	13,416,673	13,313,875
44								
45								
46	200	000	441.210	FEMA Flood Damage Reimb.	188,216	0	79,124	0
47	200	000	442.100	Federal Projects	1,510,345	2,720,000	1,900,000	1,128,800
48				Total Inter Gov. Revenue	1,698,561	2,720,000	1,979,124	1,128,800

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	200	000	491.100	Interest-Taxes	39,826	44,000	44,650	44,650
2	200	000	492.100	Interest - Investments	78,333	79,000	119,225	119,225
3	200	000	492.154	Series 08 Restricted Interest	1,169	1,500	1,300	1,300
4				Total Interest Revenue	<u>119,328</u>	<u>124,500</u>	<u>165,175</u>	<u>165,175</u>
5								
6								
7	200	000	493.050	Insurance Reimbursement	7,092	0	86,239	0
8	200	000	494.010	R&B Rte. 47 Study Revenue	0	0	0	0
9	200	000	497.100	Miscellaneous	37,532	0	7,614	0
10				Total Other Revenue	<u>44,624</u>	<u>0</u>	<u>93,853</u>	<u>0</u>
11								
12	200	000	496.100	Sale of Asset	49,550	0	45,678	0
13	200	000	498.100	Transfers From General Fund	5,000	5,000	5,000	32,522
14				Total Other Financing Sources	<u>54,550</u>	<u>5,000</u>	<u>50,678</u>	<u>32,522</u>
15								
16								
17	200	000	429.100	Collector's Commission Adjust.	(42,421)	(41,500)	(42,425)	(42,425)
18	200	000	429.101	Assessor Commission Adjust.	(25,569)	(25,500)	(25,600)	(25,600)
19	200	000	429.200	Special Road District Adjust.	(893,059)	(784,500)	(893,100)	(893,100)
20	200	000	429.201	Cities Share Adjustment	(467,969)	(410,000)	(468,000)	(468,000)
21				Total Adjustments to Revenue	<u>(1,429,018)</u>	<u>(1,261,500)</u>	<u>(1,429,125)</u>	<u>(1,429,125)</u>
22								
23								
24								
25				Total Road & Bridge Revenue	13,531,145	14,591,126	14,276,378	13,211,247

**ROAD & BRIDGE FUND EXPENDITURES
ROAD & BRIDGE ADMINISTRATION**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	200	627	611.100	Regular Wages	327,932	326,702	320,000	360,000
2	200	627	611.200	Overtime	0	1,000	0	500
4	200	627	613.100	FICA	23,388	24,457	24,480	27,578
5	200	627	614.100	Retirement-LAGERS	54,803	54,071	52,800	60,925
6	200	627	617.100	Life Insurance	363	360	360	476
7	200	627	617.200	Health Insurance	41,314	41,553	41,314	63,068
8	200	627	617.300	Dental Insurance	2,350	2,350	2,350	2,959
9	200	627	617.400	Vision Insurance	730	730	730	893
10				Total Personnel Services	450,880	451,223	442,034	516,399
11								
12								
13	200	627	623.100	Telephone	4,336	5,500	5,500	4,500
14	200	627	624.100	Postage & Freight	69	500	100	300
15	200	627	626.100	Maintenance & Repairs	860	1,300	800	500
16	200	627	632.200	Contractual Services	0	15,000	500	400
17	200	627	634.100	Training	2,923	5,600	1,800	3,000
18				Total Services	8,188	27,900	8,700	8,700
19								
20								
21	200	627	651.100	Office Supplies	1,675	3,500	3,000	2,000
22	200	627	651.104	Uncapitalized Equipment	447	5,800	2,500	0
23	200	627	653.100	Books & Publications	188	200	50	200
24	200	627	654.100	Memberships	50	200	60	100
25	200	627	655.100	Business Expense	200	300	200	250
26	200	627	661.100	Miscellaneous Other	700	12,300	5,500	2,000
27				Total Supplies & Other	3,260	22,300	11,310	4,550
28								
29								
30	200	627	687.100	Office Equipment	0	0	0	0
31				Total Capital Outlay	0	0	0	0
32								
33	200	627	697.300	Consultant Fees	0	0	0	0
34				Total Capital Improvement	0	0	0	0
35								
36								
37				ROAD & BRIDGE ADMINISTRATION				
38				TOTAL EXPENDITURES	462,328	501,423	462,044	529,649
39								

ROAD & BRIDGE FUND EXPENDITURES
ROAD & BRIDGE OPERATIONS

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	200	901	611.100	Regular Wages	2,264,024	2,375,106	2,280,000	2,335,550
2	200	901	611.200	Overtime Wages	16,793	25,000	55,000	30,000
3	200	901	612.100	Part-time Wages	106,887	100,000	75,000	100,000
4	200	901	613.100	FICA	169,038	188,810	184,365	188,615
5	200	901	614.100	Retirement-LAGERS	361,658	396,017	385,275	399,778
6	200	901	615.100	Unemployment	690	5,000	2,600	5,000
7	200	901	616.100	Workman's Compensation	248,718	350,000	350,000	300,000
8	200	901	617.100	Life Insurance	2,995	3,180	3,370	3,370
9	200	901	617.200	Health Insurance	373,742	410,215	400,000	523,171
10	200	901	617.201	Health Insurance Contingency	0	0	850,000	300,000
11	200	901	617.300	Dental Insurance	19,421	20,759	20,368	20,979
12	200	901	617.400	Vision Insurance	6,033	6,449	6,328	6,328
13				Total Personnel Services	3,569,999	3,880,536	4,612,306	4,212,791
14								
15								
16	200	901	623.100	Telephone	5,474	6,500	6,500	4,100
17	200	901	626.104	Maintenance & Repairs-Bldgs.	0	12,000	0	3000
18	200	901	632.200	Contractual Services	912	1,000	1,000	1,000
19	200	901	634.100	Training	2,175	6,000	1,000	3,000
20				Total Services	8,561	25,500	8,500	11,100
21								
22	200	901	651.104	Uncapitalized Equipment	26,993	27,900	27,000	36,700
23	200	901	655.100	Business Expense	0	150	0	200
24	200	901	659.100	Uniforms	22,950	39,000	48,000	37,000
25	200	901	661.100	Miscellaneous Other	5,611	2,000	500	5,000
26				Total Supplies & Other	55,554	69,050	75,500	78,900
27								
28	200	901	671.100	Capital Improvement Principal	1,378,662	872,100	872,000	766,650
29	200	901	672.100	Interest	552,135	524,000	525,000	525,300
30				Total Debt Service	1,930,797	1,396,100	1,397,000	1,291,950
31								
32								
33	200	901	681.100	Land	0	0	0	0
34	200	901	681.120	Federal Bridge Land Acquisition	6,750	40,000	10,000	40,000
35	200	901	682.100	Buildings	21,472	6,000	1,000	7,000
36	200	901	685.100	Vehicles	94,815	105,000	102,000	70,000
37	200	901	686.100	Other Equipment	1,104,489	1,550,500	1,520,000	665,000
38	200	901	687.100	Office Equipment	0	0	0	0
39				Total Capital Outlay	1,227,526	1,701,500	1,633,000	782,000

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	200	901	692.100	Rock - West	147,082	570,000	520,000	614,000
2	200	901	692.101	Rock - East	133,143	162,000	150,000	150,000
3	200	901	692.110	Pea Gravel - West	34,462	49,000	47,000	51,000
4	200	901	692.111	Pea Gravel - East	32,845	81,500	80,000	42,000
5	200	901	692.200	Asphalt Patching - West	446,305	481,000	310,000	496,400
6	200	901	692.201	Asphalt Patching - East	529,543	695,000	625,000	791,200
7	200	901	692.300	Liquid Asphalt - West	268,580	330,000	310,000	373,400
8	200	901	692.301	Liquid Asphalt - East	138,383	654,000	320,000	375,100
9	200	901	692.400	Herbicide	17,044	40,000	20,000	25,000
10	200	901	692.500	Salt	111,407	270,000	225,000	180,000
11	200	901	692.600	Striping	78,719	200,000	193,500	200,000
12	200	901	692.700	Culverts	83,114	158,000	50,000	80,000
13	200	901	692.800	Miscellaneous Road Repairs	12,993	40,000	20,000	30,000
14	200	901	692.900	Contractual Serv.-Maintenance	12,692	95,000	10,000	30,000
15				Total Road Repair Materials	2,046,312	3,825,500	2,880,500	3,438,100
16								
17								
18	200	901	693.100	Regular Operations - Bridge	4,070	80,000	40,000	51,000
19	200	901	693.900	Contractual Services-Bridge	0	30,000	0	20,000
20				Total Bridge & Culvert Repairs	4,070	110,000	40,000	71,000
21								
22								
23	200	901	694.100	Fuel	375,959	510,000	510,000	550,000
24	200	901	694.200	Tires	73,107	104,000	90,000	76,000
25	200	901	694.300	Grease & Oil	7,467	18,000	18,000	0
26	200	901	694.400	Antifreeze/Deicer/Washer Fl.	0	5,000	4,000	0
27	200	901	694.500	Cutting Edges	0	70,000	40,000	22,000
28				Total Equipment Operations	456,533	707,000	662,000	648,000
29								
30								
31	200	901	695.100	Equipment Repair & Maintenance	359,327	400,000	425,000	479,000
32	200	901	695.200	Equipment Rental	17,407	30,000	25,000	25,000
33				Total Equip. Repair & Maint.	376,734	430,000	450,000	504,000
34								
35	200	901	696.010	Route 47 Study Expenditures	135,934	10,000	0	300,000
36	200	901	696.100	Sign Supplies	35,125	50,000	42,000	50,000
37	200	901	696.200	Tools	17,044	23,500	18,000	14,000
38	200	901	696.300	Hwy. Garage Maint. & Operations	30,499	39,800	39,000	37,000
39	200	901	696.400	Boiler Maintenance	0	1,000	500	1,500
40	200	901	696.500	Radio Maintenance	13,407	16,000	18,000	11,000
41	200	901	696.600	Miscellaneous General Expense	14,413	12,000	11,000	11,600
42	200	901	696.700	Insurance	136,733	160,101	160,100	170,000
43				Total General Expenses	383,155	312,401	288,600	595,100

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	200	901	697.200	Hot Mix Overlays	1,455,499	1,956,000	1,900,000	1,995,500
2	200	901	697.300	Consultant Fees	3,750	130,000	25,000	30,000
3	200	901	697.400	County Bridge Projects	158,294	150,000	120,000	0
4	200	901	697.410	County Bridge Consultant Fees	15,024	40,000	40,000	20,000
5	200	901	697.600	Federal Bridge Projects	2,012,175	2,600,000	2,100,000	975,000
6	200	901	697.610	Federal Bridge Consultant Fees	163,391	472,000	375,000	436,000
7	200	901	697.700	Miscellaneous Capital Projects	0	0	20,000	200,000
8	200	901	697.910	Franklin County Grant Program	336,736	600,000	143,500	600,000
9				Total Capital Improvements	4,144,869	5,948,000	4,723,500	4,256,500
10								
11	200	901	690.100	Transfer To General Fund	0	0	0	404,297
12								
13				ROAD & BRIDGE OPERATIONS				
14				TOTAL EXPENDITURES	14,204,110	18,405,587	16,770,906	16,293,738

**ROAD AND BRIDGE FUND
FUND BALANCE APPROPRIATIONS**

DEPARTMENTAL FUNCTIONS

This budget was created to appropriate all or a portion of the estimated remaining fund balance in the Road and Bridge Fund. Appropriations to this budget fluctuate from year to year depending on the estimated remaining fund balance for the Road and Bridge Fund. It is unlikely that these funds will be used.

ROAD AND BRIDGE
FUND BALANCE APPROPRIATIONS

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 200	142	632.200	Contractual Services	0	2,863,230	0	1,195,745

ASSESSMENT

DEPARTMENTAL FUNCTIONS

This fund is established and governed by RSMo 137.750. It accounts for the operations of the Franklin County Assessor's Office. The Assessor administers the fund. The Assessor's office reviews and values all real property in Franklin County with the aid of a state approved mass appraisal software system. A percentage, which is based on the property's current use, is applied to the value. The resulting calculation is the assessed value. This assessment is used by taxing entities located within the County to determine property taxes on approximately 72,000 parcels. The Assessor's office also provides information to the general public through the means of personal interaction in both informal meetings as well as formal appeal settings.

Personal property is assessed each year and includes cars, trucks, motorcycles, tractors, etc. We mail over 50,000 personal and 3,500 business declaration forms each year, which are then returned to us for processing.

2019 ACCOMPLISHMENTS

- We have completed the reassessment year and have accomplished 45,000 notices of assessed value.

2019 OBJECTIVES

- Maintain status quo.

ASSESSMENT FUND

				2018	2019	2019	2020
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Fund Balance, January 1	\$860,694	\$786,224	\$801,717	\$724,315
2							
3			Estimated Revenue	963,363	958,399	968,330	967,239
4							
5			Estimated Expenditures	(1,022,340)	(1,135,111)	(1,045,732)	(1,092,837)
6							
7			Revenues Over (Under)				
8			Expenditures	(58,977)	(176,712)	(77,402)	(125,598)
9							
10			Interfund Transfers In (Out)				
11			Transfers In	0	0	0	100,000
12			Transfers Out	0	0	0	0
13			Net Transfers	0	0	0	100,000
14							
15			Fund Balance, December 31	\$801,717	\$609,512	\$724,315	\$698,717
16			Nonspendable	0			
17			Fund Balance Available				
18			For Appropriation	\$801,717			
19							
20							
21							
22							
23							
24							
25							
26							
27	Fund	Dept.	Account	2018	2019	2019	2020
			No.	Actual	Adopted	Estimated	Adopted
			Description	Budget	By Dept.	Budget	Budget
28	300	000	418.100	738,824	735,000	740,000	740,000
29			Taxing Entities Commission on Taxes				
30			Total Taxes	738,824	735,000	740,000	740,000
31	300	000	443.001	217,899	217,899	219,939	219,939
32			State Reimbursement				
33			Total Intergovernmental Revenue	217,899	217,899	219,939	219,939
34	300	000	492.100	3,537	3,900	4,500	4,500
35	300	000	492.300	2,131	1,600	2,800	2,800
36	300	000	497.100	972	0	1,091	0
37			Miscellaneous				
38			Total Miscellaneous Revenue	6,640	5,500	8,391	7,300
39	300	000	498.100	0	0	0	100,000
40	300	000	498.150	0	0	0	0
41			Transfers From General Revenue				
42			Transfers From Emergency Fund				
43			Total Transfers	0	0	0	100,000
44			TOTAL ASSESSMENT FUND				
			REVENUE	963,363	958,399	968,330	1,067,239

ASSESSMENT FUND EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	300	204	611.100	Regular Wages	642,895	650,922	644,760	644,760
2	300	204	613.100	FICA	44,965	45,512	49,324	49,324
3	300	204	614.100	Retirement-LAGERS	105,631	107,402	106,385	108,964
4	300	204	615.100	Unemployment	0	0	0	0
5	300	204	617.100	Life Insurance	948	1,020	1,003	1,102
6	300	204	617.200	Health Insurance	96,053	102,227	93,836	124,059
7	300	204	617.300	Dental Insurance	6,495	6,659	6,626	6,859
8	300	204	617.400	Vision Insurance	2,018	2,069	2,058	2,069
9				Total Personnel Services	899,005	915,811	903,992	937,137
10								
11								
12	300	204	623.100	Telephone	6,001	6,500	4,881	5,500
13	300	204	624.100	Postage & Freight	26,733	40,000	40,621	38,000
14	300	204	626.100	Maintenance & Repairs	2,471	4,000	1,749	4,000
15	300	204	629.100	Other Professional Services	29,150	33,000	24,150	26,000
16	300	204	632.200	Contractual Services	6,634	12,500	7,407	8,500
17	300	204	634.100	Training	4,770	8,000	6,002	7,000
18				Total Services	75,759	104,000	84,810	89,000
19								
20								
21	300	204	651.100	Office Supplies	2,424	2,800	3,706	5,000
22	300	204	651.104	Uncapitalized Equipment	13,263	5,000	883	3,000
23	300	204	652.100	Mileage	4,547	6,000	4,800	6,000
24	300	204	653.100	Books & Publications	4,962	5,000	3,395	4,000
25	300	204	654.100	Memberships	25	500	30	700
26	300	204	655.100	Business Expense	575	1,000	990	1,000
27	300	204	656.100	Printing & Binding	21,780	95,000	43,126	47,000
28				Total Supplies & Other	47,576	115,300	56,930	66,700
29								
30								
31								
32	300	204	685.100	Vehicles	0	0	0	0
33	300	204	687.100	Office Equipment	0	0	0	0
34				Total Capital Outlay	0	0	0	0
35								
36								
37				ASSESSOR-REAL ESTATE				
38				TOTAL EXPENDITURES	1,022,340	1,135,111	1,045,732	1,092,837

**CAPITAL IMPROVEMENTS FUND
SHERIFF'S DEPARTMENT**

FUND FUNCTIONS

This budget is under the direction of the Franklin County Sheriff.

In the mid 1980's voters approved a half-cent capital improvement sales tax for the construction of a new law enforcement building and jail. This tax provided sufficient funds to allow the County to pay for the jail before the tax expired.

Upon completion of the jail in 1986, there was approximately \$2,000,000 remaining. These funds were restricted for capital improvement projects for the Sheriff's department.

In 2008, the County borrowed \$13,885,000 in certificates of participation. Of that amount, \$1,527,350 was used to update the HVAC at the Sheriff's department. During 2018, the Sheriff retired this portion of the 2012 series of certificates of participation debt owed by the County.

**CAPITAL IMPROVEMENTS FUND
SHERIFF'S DEPARTMENT**

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25									
26									
27									
28									
29									
30									
31	400	000	492.100	Interest	7,658	1,000	7,500	3,000	
32	400	000	492.155	Series 08 Restricted Interest	0	0	0	0	
33				Total Revenue	<u>7,658</u>	<u>1,000</u>	<u>7,500</u>	<u>3,000</u>	

**CAPITAL IMPROVEMENTS FUND
SHERIFF'S DEPARTMENT**

EXPENSES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	400	317	626.100	Maintenance & Repairs	0	0	0	0
2	400	317	632.200	Contractual Services	0	0	0	0
3				Total Services	0	0	0	0
4								
5	400	317	671.100	Principal	983,250	0	0	0
6	400	317	672.100	Interest	15,272	0	0	0
	400	317	682.100	Buildings	0	411,651	0	50,000
7				Total Debt Service	998,522	411,651	0	50,000
8								
9								
10				CAPITAL IMPROVEMENTS				
11				TOTAL EXPENDITURES	998,522	411,651	0	50,000

BUILDING FUND

FUND FUNCTIONS

This budget is under the direction of the County Commission.

This budget is established to provide for the acquisition, construction or renovation of capital facilities.

The 2020 budget includes debt service payments of \$544,000 for the 2019B series of certificates of participation.

Interest earned and a \$70,000 yearly payment from the law library are the only source of revenue for this fund. As yearly debt services payments are made, the balance in this fund is declining.

BUILDING FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$2,533,332	\$2,055,677	\$1,988,893	\$1,800,693
2				
3 Projected Revenues	29,267	95,500	100,500	100,500
4				
5 Operating Expenditures	(573,706)	(590,200)	(588,700)	(546,000)
6				
7 Revenues Over (Under)				
8 Expenditures	(544,439)	(494,700)	(488,200)	(445,500)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	300,000	299,500
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	300,000	299,500
14				
15 Fund Balance, December 31	\$1,988,893	\$1,560,977	\$1,800,693	\$1,654,693
16				
17				
18				
19				
20				
21				
22				
23				
24				

REVENUE

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
25				
26				
27				
28				
29 450 000 492.100 Interest	28,775	25,000	30,000	30,000
30 450 000 492.156 Series 08 Restricted Interest	492	500	500	500
31 450 000 497.100 Miscellaneous	0	70,000	70,000	70,000
32 Total Miscellaneous Revenue	29,267	95,500	100,500	100,500
33				
34 450 000 498.500 Transfer From Community Develop.	0	0	300,000	0
35 450 000 498.665 Transfer From Health Department	0	0	0	200,000
36 450 000 498.800 Transfer From Brush Creek	0	0	0	99,500

BUILDING FUND

EXPENSES

<u>Fund</u>	<u>Dept.</u>	<u>No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 450	320	632.200	Contractual Services	384	2,000	500	2,000
2			Total Services	384	2,000	500	2,000
3							
4 450	320	671.100	Principal	343,850	367,200	367,200	322,800
5 450	320	672.100	Interest	229,472	221,000	221,000	221,200
6			Total Debt Service	573,322	588,200	588,200	544,000
7							
8							
9			TOTAL BUILDING FUND				
10			EXPENDITURES	573,706	590,200	588,700	546,000

COMMUNITY DEVELOPMENT FUND

FUND FUNCTIONS

This budget is under the direction of the County Commission.

This budget is established for the various Community Development Block programs and other economic development projects.

The Franklin County Revolving Loan Program is also administered from this fund. In 1984, the County received a grant from the Missouri Department of Economic Development to loan funds to area individuals and businesses to promote economic development. The purpose of this program was to provide short and long-term financing to individuals and companies within Franklin County to promote overall economic development by achieving public policy goals and creating new employment opportunities.

On August 8, 2017, the County Commissioners adopted Commission Order 2017-279. This order terminated Franklin County's involvement in the Revolving Loan Program. In December 2017, in order to terminate the Revolving Loan Fund grant award, the County paid the Federal share of the capital base in the sum of \$204,988.94 to the Economic Development Administration.

COMMUNITY DEVELOPMENT FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$308,829	\$362,829	\$363,473	\$0
2				
3 Projected Revenues	4,644	4,000	7,527	0
4				
5 Operating Expenditures	0	(416,829)	0	0
6				
7 Revenues Over (Under)				
8 Expenditures	4,644	(412,829)	7,527	0
9				
10 Interfund Transfers In (Out)	50,000	50,000	(371,000)	0
11				
12 Fund Balance, December 31	\$363,473	\$0	\$0	\$0
13 Nonspendable	0			
14 Fund Balance Available				
15 For Appropriation	\$363,473			

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
23	500	000	443.418 Beauty View Acres Water Proj.	0	0	0	0
25	500	000	450.020 FEDA Loan File/Close Fee	0	0	0	0
26			Total Intergovernmental				
27			Revenue	0	0	0	0
28							
29							
30	500	000	491.105 Interest on Bailey Loans	0	0	0	0
31	500	000	491.110 Interest on FEDA Loans	0	0	0	0
32	500	000	492.100 Investment Interest	4,644	4,000	7,527	0
33	500	000	492.110 Franklin County EDA Interest	0	0	0	0
34			Total Interest	4,644	4,000	7,527	0
35							
36	500	000	497.100 Miscellaneous	0	0	0	0
37			Total Other Revenue	0	0	0	0
38							
39							
40			TOTAL COMMUNITY				
41			DEVELOPMENT REVENUE	4,644	4,000	7,527	0
42							
43	500	000	498.800 Transfer From Brush Creek	50,000	50,000	50,000	0

COMMUNITY DEVELOPMENT FUND

EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	500	633	696.600	Miscellaneous Expenses	0	415,829	0	0
2				Total Miscellaneous Expenses	0	415,829	0	0
3								
4	500	634	662.100	Bad Debt Expense	0	0	0	0
5				Total Bad Debt Expense	0	0	0	0
6								
7	500	635	696.600	Grant Pass Through Payments	0	0	0	0
8				Total Grant Pass Through Pay	0	0	0	0
9								
10								
11	500	638	632.200	Contractual Services/Transfer Out	0	0	0	0
12				Total Brush Creek Sewer Exp.	0	0	0	0
13								
14	500	650	632.050	Loans Granted	0	0	0	0
15				Total Community Development Loans	0	0	0	0
16								
17								
18	500	650	632.210	Administrative Expenses	0	1,000	0	0
19				Total Administrative Expenses	0	1,000	0	0
20								
21	500	650	690.100	Transfer to General Fund			121,000	0
22	500	650	690.450	Transfer to Building Fund	0	0	300,000	0
23								
24				TOTAL COMMUNITY DEVELOPMENT EXPENDITURES	0	416,829	0	0
25								

HAVA SERVICES

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$2,241	\$2,850	\$2,870	\$3,470
2				
3 Projected Revenues	629	0	600	0
4				
5 Operating Expendiures	0	0	0	0
6				
7 Revenues Over (Under)				
8 Expenditures	629	0	600	0
9				
10 Transfers In (Out)	0	0	0	(3,470)
11				
12 Fund Balance, December 31	\$2,870	\$2,850	\$3,470	\$0
13				
14				

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
19	550	000	451.310 HAVA Fees Revenue	593	0	500	0
20	550	000	492.100 Investment Interest	36	0	100	0
21	550	000	497.100 Miscellaneous	0	0	0	0
22					0		
23							
24			TOTAL				
25			HAVA SERVICES REVENUE	629	0	600	0
26							
27							

EXPENDITURES

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
32	550	551	626.100 Maintenance and Repairs	0	0	0	
33	550	551	632.200 Contractual Services	0	0	0	
34			Total Services	0	0	0	0
35							
36	550	551	651.104 Uncapitalized Equipment	0	0	0	
37			Total Supplies & Other	0	0	0	0
38							
39	550	551	687.100 Office Equipment	0	0	0	
40			Total Capital Outlay	0	0	0	0
41							
42			HAVA SERVICES				
43			TOTAL EXPENDITURES	0	0	0	0
44							
45	550	551	690.575 Transfer to Election Equipment				
46			Replacement Fund	0	0	0	3,470

ELECTION EQUIPMENT REPLACEMENT FUND

DEPARTMENTAL FUNCTIONS

This fund was established in 2018. The purpose of the fund is to set aside funds to purchase new election equipment and is under control of the County Clerk. Funding for this fund will be generated from rental fees charged to the entities for equipment that is used for elections.

2019 ACCOMPLISHMENTS

- Continued to build fund balance in the event that we should have to update voting equipment.

2020 OBJECTIVES

- Monitor and review election equipment to ensure that the equipment is in good working order.
- If need be, start looking into replacing the equipment.
- Continue to build fund balances in the event that we should have to update voting equipment.

ELECTION EQUIPMENT REPLACEMENT FUND

				2018	2019	2019	2020	
				Actual	Adopted Budget	Estimated By Dept.	Adopted Budget	
1			Fund Balance, January 1	\$113,236	\$133,500	\$152,088	\$64,938	
2								
3			Projected Revenues	38,852	20,050	17,850	37,900	
4								
5			Operating Expenditures	0	(55,000)	(105,000)	0	
6								
7			Revenues Over (Under)					
8			Expenditures	38,852	(34,950)	(87,150)	37,900	
9								
10			Transfers In (Out)	0	0	0	3,470	
11								
12			Fund Balance, December 31	\$152,088	\$98,550	\$64,938	\$106,308	
13								
14								
15			REVENUE					
16								
17								
18	Fund	Dept.	Account No.	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
19	575	000	451.320	Equipment Lease	37,100	18,550	15,050	36,000
20	575	000	492.100	Investment Interest	1,752	1,500	2,800	1,900
21	575	000	497.100	Miscellaneous	0	0	0	0
22								
23			TOTAL ELECTION					
24			EQUIPMENT REPLACEMENT					
25			FUND REVENUE	38,852	20,050	17,850	37,900	
26								
27	575	000	498.100	Transfer From General		0	0	0
28	575	000	498.550	Transfer From HAVA		0	0	3,470
29								
30			EXPENDITURES					
31								
32								
33	Fund	Dept.	Account No.	2017 Actual	2018 Adopted Budget	2018 Estimated By Dept.	2019 Adopted Budget	
34	575	551	626.100	Maintenance and Repairs	0	5,000	0	0
35	575	551	632.200	Contractual Services	0	0	0	0
36			Total Services	0	5,000	0	0	
37								
38	575	551	651.104	Uncapitalized Equipment	0	50,000	105,000	0
39			Total Supplies & Other	0	50,000	105,000	0	
40								
41	575	551	687.100	Office Equipment	0	0	0	0
42			Total Capital Outlay	0	0	0	0	
43								
44			ELECTION EQUIPMENT					
45			REPLACEMENT FUND					
46			TOTAL EXPENDITURES	0	55,000	105,000	0	

LAW ENFORCEMENT TRAINING FUND

FUND FUNCTIONS

This fund is under the direction of the Franklin County Sheriff.

This budget is used to account for revenues which are used for law enforcement training.

LAW ENFORCEMENT TRAINING FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January	\$44,065	\$45,679	\$48,739	\$39,959
2				
3 Projected Revenues	35,246	40,700	34,220	39,500
4				
5 Operating Expenditures	(30,572)	(50,000)	(43,000)	(44,000)
6				
7 Revenues Over (Under)				
8 Expenditures	4,674	(9,300)	(8,780)	(4,500)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$48,739	\$36,379	\$39,959	\$35,459
16				
17				
18				
19				
20				
21				
22				

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
27	600	000	444.100 Post Commission Fees	10,514	13,500	11,000	13,500
28	600	000	455.100 Court Fees	13,401	13,000	8,000	13,000
29	600	000	455.125 Fees Municipal Court Revenue	8,312	8,200	8,000	8,000
30	600	000	492.100 Investment Interest	701	500	950	500
31	600	000	497.100 Miscellaneous Revenue	2,318	5,500	6,270	4,500
32			Total Revenue	35,246	40,700	34,220	39,500
33							
34							
35	600	000	498.620 Transfers from LESTF	0	0	0	0

LAW ENFORCEMENT TRAINING FUND

EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	600	750	626.100	Maintenance & Repairs	0	0	0	
2	600	750	629.100	Other Professional Services	0	5,000	5,000	5,000
3	600	750	632.200	Post Commission Expense	5,000	15,000	8,000	9,000
4	600	750	634.100	Training	25,572	30,000	30,000	30,000
5				Total Services	<u>30,572</u>	<u>50,000</u>	<u>43,000</u>	<u>44,000</u>
6								
7								
8	600	750	651.104	Uncapitalized Equipment	0	0	0	
9	600	750	660.100	Other Supplies	0	0	0	
10				Total Supplies & Other	<u>0</u>	<u>0</u>	<u>0</u>	
11								
12								
13	600	750	686.100	Other Equipment	0	0	0	
14				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	
15								
16				LAW ENFORCEMENT TRAINING				
17				TOTAL EXPENDITURES	30,572	50,000	43,000	44,000

FAMILY COURT FUND

DEPARTMENTAL FUNCTIONS

Due to legislation, all Juvenile Court employees became Missouri State employees as of July 1, 1999. As mandated by State Statute, the portion of the Franklin County budget which would have been used for salaries was given a new title called "Maintenance of Effort Funding". Under the new State Statute, the amount of "Maintenance of Effort Funding" is based upon the salaries in 1997, less the State reimbursement, in accordance with legislation. The "Maintenance of Effort Funding" is being budgeted to fund a Family Court, as requested by the 20th Judicial Circuit Court.

FAMILY COURT FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$11,724	\$56,909	\$6,662	\$2,808
2				
3 Projected Revenues	24,294	25,135	27,874	32,380
4				
5 Operating Expenditures	(49,356)	(113,075)	(51,728)	(333,523)
6				
7 Revenues Over (Under)				
8 Expenditures	(25,062)	(87,940)	(23,854)	(301,143)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	20,000	40,000	20,000	333,523
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	20,000	40,000	20,000	333,523
14				
15 Fund Balance, December 31	\$6,662	\$8,969	\$2,808	\$35,188

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
25	610	000	458.201 Family Court \$30 Surcharge	23,874	25,000	27,309	31,950
26	610	000	458.203 Parenting Education Costs	193	0	135	0
27			Total Fees/Services Revenue	<u>24,067</u>	<u>25,000</u>	<u>27,444</u>	<u>31,950</u>
28							
29	610	000	492.100 Interest on Investments	227	135	430	430
32			Total Miscellaneous Revenue	<u>227</u>	<u>135</u>	<u>430</u>	<u>430</u>
33							
34							
35	610	000	498.100 Transfers From General Revenue	20,000	40,000	20,000	333,523
36			Total Transfers In	<u>20,000</u>	<u>40,000</u>	<u>20,000</u>	<u>333,523</u>

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
2	610	010	632.200	Contractual Services	0	50,000	0	0
3				Total Services	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
4								
5								
6				FAMILY COURT				
7				TOTAL EXPENDITURES	0	50,000	0	0

**FAMILY COURT FUND
JUVENILE MAINTENANCE OF EFFORT**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
13	610	283	623.100	Telephone	251	500	178	0
14	610	283	624.100	Postage & Freight	0	100	0	0
15	610	283	626.100	Maintenance & Repairs	0	500	0	0
16	610	283	632.200	Contractual Services	48,189	56,675	51,000	0
17	610	283	632.201	Maintenance of Effort	0	0	0	333,523
18	610	283	634.100	Training	0	500	0	0
19				Total Services	<u>48,440</u>	<u>58,275</u>	<u>51,178</u>	<u>333,523</u>
20								
21								
22	610	283	651.100	Office Supplies	189	300	0	0
23	610	283	651.104	Uncapitalized Equipment	0	1,500	0	0
24	610	283	652.100	Mileage	156	2,200	0	0
25	610	283	653.100	Books & Publications	0	200	0	0
26	610	283	655.100	Business Expense	571	600	550	0
27				Total Supplies & Other	<u>916</u>	<u>4,800</u>	<u>550</u>	<u>0</u>
28								
29								
30								
31	610	283	687.100	Office Equipment	0	0	0	0
32				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
33								
34								
35				FAMILY COURT-JUVENILE				
36				MAINTENANCE OF EFFORT				
37				TOTAL EXPENDITURES	49,356	63,075	51,728	333,523
38								
39								
40				TOTAL FAMILY COURT				
41				FUND EXPENDITURES	49,356	113,075	51,728	333,523

TREATMENT COURT

DEPARTMENTAL FUNCTIONS

The Treatment Court account was incorporated into the County budget process in 2017. Prior to this, payments from the fund were overseen by the Treatment Court administrator and Treatment Court judge. This change in protocol will result in the Franklin County Treasurer being the custodian of the restricted fund, accounted for separately from the County General Revenue Fund. This transition occurred as a result of a recommendation from the accounting section of the State Court's Administrator's Office.

2019 ACCOMPLISHMENTS

- Team participated in continuing education and training.
- Maintained participant numbers.
- Re-designed program to meet new national standards.

2020 OBJECTIVES

- Secure additional outside funding sources.
- Maintain and improve graduation rate and recidivism rate.
- Continue development of additional protocols to address opiate dependency issues.

TREATMENT COURT FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$0	\$20,220	\$41,513	\$55,613
2				
3 Projected Revenues	84,785	75,220	68,700	68,700
4				
5 Operating Expenditures	(43,272)	(75,220)	(54,600)	(68,700)
6				
7 Revenues Over (Under)				
8 Expenditures	41,513	0	14,100	0
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$41,513	\$20,220	\$55,613	\$55,613

REVENUE

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
21				
22				
23 Fund Dept. Account No. Description				
24 611 000 455.155 Participant Fees Revenue	64,312	75,000	68,000	68,000
25 Total Fees/Services Revenue	64,312	75,000	68,000	68,000
26				
27 611 000 492.100 Investment Interest	473	220	700	700
28 611 000 497.100 Miscellaneous Revenue	20,000	0	0	0
29 Total Miscellaneous Revenue	20,473	220	700	700

EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	611	254	632.200	Contractual Services	38,490	68,900	50,000	55,675
2	611	254	633.100	Medical	669	500	800	800
3	611	254	634.100	Training	2,035	2,000	2,500	8,125
4				Total Services	41,194	71,400	53,300	64,600
5								
6	611	254	653.100	Books & Publications	0	300	0	300
7	611	254	656.100	Printing & Binding	0	100	100	100
8	611	254	660.100	Other Supplies	408	1,220	300	1,500
9	611	254	661.100	Miscellaneous Other	1,670	1,700	900	1,700
10	611	254	661.120	Refunds	0	500	0	500
11				Total Supplies & Other	2,078	3,820	1,300	4,100
12								
13								
14				TREATMENT COURT FUND				
15				TOTAL EXPENDITURES	43,272	75,220	54,600	68,700

FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND

FUND FUNCTIONS

This budget was created pursuant to Section 50.565 RSMo. It was a newly-created fund for 2016; however, the program was not implemented until 2017. This fund is overseen by a five-member board, The Franklin County Law Enforcement Restitution Fund Board of Trustees.

The Court may order offenders to pay restitution up to three hundred dollars (\$300.00) to the fund for any offense (with the exception of the charges of speeding, careless and imprudent driving, and any charge of violating a traffic control signal or sign or any charge which is a class C misdemeanor or an infraction).

Money from the fund shall only be expended upon the approval of the majority of the board and for the following purposes: narcotics investigation, prevention, and intervention; purchase of law enforcement-related equipment and supplies for the Franklin County Sheriff's Department; matching funds for federal or state law enforcement grants; funding for the reporting of all state and federal crime statistics or information; and any county law enforcement-related expense, including those of the prosecuting attorney, approved by the board of trustees that is reasonably related to investigation, charging, preparation, trial, and disposition of criminal cases before the Courts of the State of Missouri.

FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$4,318	\$8,378	\$8,307	\$12,714
2				
3 Projected Revenues	3,989	2,100	4,407	4,415
4				
5 Operating Expenditures	0	(1,500)	0	(1,500)
6				
7 Revenues Over (Under)				
8 Expenditures	3,989	600	4,407	2,915
9				
10 Interfund Transfers In (Out)				
11 Transfers In		0		0
12 Transfers Out		0		0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$8,307	\$8,978	\$12,714	\$15,629

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
24	615	000	492.100	Investment Interest	90	100	165
25	615	000	496.150	Restitution Revenue	3,899	2,000	4,250
26			Total Revenue	3,989	2,100	4,407	4,415

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	615	615	651.104	Uncapitalized Equipment	0	0	0	0
2	615	615	661.100	Miscellaneous Other	0	1,500	200	1,500
3				Total Supplies & Other	<u>0</u>	<u>1,500</u>	<u>200</u>	<u>1,500</u>
4								
5								
6	615	615	686.100	Other Equipment	0	0	0	0
7				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
8								
9								
10				FRANKLIN COUNTY LAW				
11				ENFORCEMENT RESTITUTION				
12				TOTAL EXPENDITURES	0	1,500	200	1,500

DOJ EQUITABLE SHARING FUND

FUND FUNCTIONS

This budget was created to account for the revenue and expenditures associated with participating in the Asset Forfeiture Program. The Department of Justice and the Department of the Treasury Asset Forfeiture Programs are, first and foremost, law enforcement programs. They remove the tools of crime from criminal organizations, deprive wrongdoers of the proceeds of their crimes, recover property that may be used to compensate victims, and deter crime. The Department of Justice and the Department of the Treasury emphasize these law enforcement purposes to their own law enforcement agencies and all federal, state, local, and tribal partner agencies.

One of the ancillary benefits of asset forfeiture is the potential to share federal forfeiture proceeds with cooperating state and local law enforcement agencies through equitable sharing. The Department of Justice and the Department of the Treasury Equitable Sharing Programs enhance cooperation amongst federal, state, local, and tribal law enforcement by providing valuable additional resources to state and local law enforcement agencies. However, the Program is designed to supplement and enhance, not supplant, appropriated agency resources.

DOJ EQUITABLE SHARING FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$0	\$0	\$0	94,322
2				
3 Projected Revenues	0	0	107,929	100
4				
5 Operating Expenditures	0	0	(13,607)	(75,000)
6				
7 Revenues Over (Under)				
8 Expenditures	0	0	94,322	(74,900)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0		0
12 Transfers Out	0	0		0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$0	\$0	\$94,322	\$19,422

REVENUE

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
21				
22				
23 Fund Dept. Account No. Description				
24 616 000 492.100 Investment Interest	0	0	300	100
25 616 000 496.616 DOJ Equitable Share	0	0	107,629	0
26 Total Revenue	0	0	107,929	100

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	616	616	626.100	Maintenance & Repairs	0	0	2,000	5,000
2	616	616	634.100	Training	0	0	0	5,000
3				Total Services	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>10,000</u>
4								
5								
6	616	616	651.104	Uncapitalized Equipment	0	0	6,428	19,000
7	616	616	659.100	Uniforms	0	0	0	1,000
8	616	616	661.100	Miscellaneous Other	0	0	0	30,000
9				Total Supplies & Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>
10								
11								
12	616	616	685.100	Vehicles	0	0	11,607	10,000
13	616	616	686.100	Other Equipment	0	0	0	5,000
14				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>11,607</u>	<u>15,000</u>
15								
16								
17				DOJ EQUITABLE				
18				SHARING FUND				
19				TOTAL EXPENDITURES	0	0	13,607	75,000

LAW ENFORCEMENT SALES TAX FUND

This fund is established and governed by RSMo 67.582. It accounts for the revenues of two voter-approved one-quarter cent sales taxes for laws enforcement services. The Sheriff administers this fund. It includes expenditures for the Law Enforcement Grant Department, the Sheriff's Department, as well as the Jail and Penal Department.



Introduction

The Franklin County Sheriff's Office is thankful for the encouragement and support of the citizens we serve. We are also appreciative of the elected officials of Franklin County for the assistance they provide to our law enforcement community.

Law Enforcement is a complex field and anticipating costs requires more than a standard approach. We often encounter situations that are unpredictable and uncertain and our budget needs will be reflective of those circumstances. The information presented is based on the assessment of expected crime trends, new legislation, innovations, and past experiences. This document is constructed using all available information we have at this point in the calendar year.

In the following pages, you will find a comprehensive account of the 2020 Budget Request for the Franklin County Sheriff's Office. This report lists not only the anticipated needs for equipment, supplies, and funding to adequately operate the Franklin County Sheriff's Office for the 2020 fiscal year but also the accomplishments. The following narrative should serve as a clear and concise picture of the financial impact the Franklin County Sheriff's Office will have in the coming year.

Public Safety Building Initiative

The passing of Proposition P allowed our office to begin work on a much-needed jail expansion project. A groundbreaking ceremony took place mid-2019 on the Public Safety Building Initiative. This construction project is in full swing with an expected completion date of late 2021. We are thankful for the support of our community as we address the needs of the future.

Additionally, we were able to increase the salaries of commissioned officers to better compete with surrounding agencies. This investment in our officers has advanced our efforts to combat the challenges of employee retention. The Sheriff's Office would like to continue investing in our employees and expand services to our communities.

Court Security

We have increased the number of deputies assigned to court and building security which has improved conditions in these county buildings. Recently, two of our deputies responded to an individual having a heart attack in the lobby of the Court Building and are credited with saving a life. The citizens of Franklin County are better served in these buildings with the increase in personnel.



Public Relations & Outreach

Law enforcement officers will not typically encounter citizens when things are going well for them; we are needed but not always welcome. No matter the reason for the contact, we make every effort to maintain a positive impact with the citizens of Franklin County. This reflects not only our office but other county offices as well. In an effort to keep the citizens well informed and invest in our community we participate in several initiatives. These include "Open Doors" events at area schools, our Citizens Law Enforcement Academy, the D.A.R.E. program, and the Youth Intervention Program.

We currently have a very active social media outreach, website, and public relations presence in the community. The success of these programs continues to build stronger relationships with our community youth and opens a door that could have a direct impact on their lives. In addition, the goodwill generated from these efforts is an asset to the county and so we plan to continue our efforts in the coming year.

Our office is committed to educating our communities about the importance of situational awareness, theft prevention, and personal safety. This will help to reduce criminal activity, the fear of crime, and victimization in specific areas. We will continue to utilize community policing practices, provide public training and through the use of social media, engage citizens throughout the county. Special attention will be given to at-risk youth with efforts focusing on drug and crime prevention.

Internet Crimes Against Children

In part Proposition P allowed our office to absorb a fully funded detective dedicated to internet crimes against children and child exploitation. Electronic devices used today — gaming consoles, iPads, computers, and smartphones can access the internet and can be used to prey on innocent children. Our office is focused on the well-being of our youth so they do not fall victim to an internet predator.

An additional way our office combats Internet Crimes Against Children is by hosting the "Social Media and your Child" program at area schools. This program is designed to educate both parents and teens on popular phone applications used in child exploitation. This open forum encourages open conversations between detectives, parents, and teens about the very real dangers of child exploitation.



Citizen's Law Enforcement Academy

The Citizen's Law Enforcement Academy of Franklin County is dedicated to building relationships between the Sheriff's Office and the community. This year we completed our first Citizen's Law Enforcement Academy, graduating 22 citizens. The combined effort of residents and deputies encourages collaboration, transparency, communication, and understanding between deputies and residents. This mutual effort will assist deputies and citizens as they address the concerns of the community they live and serve in. Many of these graduates will be utilized for reunification in the event of a crisis within the county. We are stronger together!

Youth Intervention Program

In 2019 our office increased its efforts in educating our youngest citizens by implementing the Transitions program. This program will educate junior high school students on the risks of drug and alcohol abuse, ways to resist peer pressure, safe navigation within the internet and social media, the importance of seat belt use, and the dangers of texting and driving.

School Safety Officer

The Sheriff's Office is devoted to the safety of the children of Franklin County by allocating a designated School Safety Officer. This position acts as a liaison between the numerous county school districts and the sheriff's office. The fact of the matter is, we can't predict where a mass incident will happen so we must be prepared. This year our office partnered with multiple first responder agencies and successfully orchestrated a three-day active shooter training for regional law enforcement agencies and emergency service personnel. The School Safety Officer was an integral part of coordinating this training.

Canine Program

The Canine Program was re-established in 2019 and we are expected to expand even further in 2020. The plan is to add a canine trained in scent specific searches. The K-9's currently in the field have proven effective in the fight against illegal drugs within our county. The scent specific K-9 will be useful for locating lost or missing people to include children. The canine will also be used to recover property that has been stolen.



Cold Case Program

With staffing levels full and the addition of detectives in 2017, we were able to start a cold case investigation unit. This unit is comprised of four retired law enforcement officers that I feel are extremely competent. The four members are volunteering their time and services. I will attach a detective to the unit to follow up with any leads that are developed.

The purpose of the initiative is to look at homicide cases and compare leads ensuring we have exhausted every possible avenue to bring justice to the victim and their family. The Cold-Case Investigators are also tasked with reexamining the evidence; there have been a lot of advancements with DNA, Biometrics, and databases for such. Although the expertise portion of this program is voluntary, I did allow a \$20,000-line item in the budget to cover the cost of any viable lead, i.e. if a private lab is needed for any type of testing or we need to purchase an airline ticket to bring in any possible witnesses and/or fly a detective to another state in order to further the case and bring justice.

Officer Wellness Program

The coming year our office intends to offer deputies the opportunity to participate in a wellness program. This pilot program demonstrates how to deal with navigating toxic environments and is currently designed for detectives whose work is primarily child sex crimes and child exploitation.

Fiscal Savings

Fiscal responsibility settles on each county employee and the employees at the Franklin County Sheriff's Office continually strive to locate areas where we can save money without affecting quality and efficiency. In 2019 we have made every effort to save county taxpayers money. We have a dedicated procurement clerk who works diligently to complete purchases within the guidelines set by the county purchasing department. She reviews each invoice for accuracy and works with vendors when a discrepancy occurs.

Grants

Grants have been instrumental in pushing forward initiatives concerning both public and officer safety. These grants are a collaborative effort between our employees and other agencies; It takes a great deal of energy maintaining them.

As you may have noticed we are aggressive in applying for grants if it makes a safer community. Later in the narrative, you will find a comprehensive list of the grants we currently administer and an outline of the impact they have on the county budget.



Computers

In 2019 we completed the upgrade of the out-of-date mobile data terminals ("in-car" computers) allowing our deputies to remain in the field working more efficiently between calls for service. Our goal for the 2020 fiscal year is to maintain our current inventory through upgrades and regularly scheduled maintenance.

Body Cameras

This mobile technology is an effective tool for law enforcement and we will continue to develop this capability to each uniformed deputy. While this is costly, the benefits of a recording for officer safety alone make it a worthwhile endeavor. Deputies will not be limited when investigating incidents, witness statements, and reports. They will also be able to use the recording for additional details and information. The use of this technology helps limit false accusations and assists in avoiding lengthy and costly litigation. A body camera system may not encompass everything that happens during a shift or particular incident but it does increase our capabilities and provides the transparency necessary for our deputies and those they serve.

Conclusion

The Sheriff's Office is excited, once again, to be working with the commission to increase community relations with the citizens of Franklin County and we greatly appreciate the cooperation of the commission, the treasurer, the auditor, and all the elected officials and department heads in assisting us in our goals. We look forward to meeting with you to discuss our 2020 budget request.

Respectfully,



Steven M. Pelton
Franklin County Sheriff

LAW ENFORCEMENT SALES TAX FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
Fund Balance, January 1	\$2,944,626	\$3,452,743	\$2,914,019	\$3,450,716
Projected Revenues	8,137,317	8,460,859	8,417,469	8,259,436
Operating Expenditures	(12,009,367)	(15,468,846)	(13,968,956)	(15,225,627)
Revenues Over (Under) Expenditures	(3,872,050)	(7,007,987)	(5,551,487)	(6,966,191)
Other Financing Sources(Uses)				
Sale of Capital Assets	111,680	25,000	80,468	15,000
Issue of Capital Lease	0	0	0	0
Transfers In	3,729,763	6,007,716	6,007,716	5,638,181
Transfers Out	0	0	0	(244,120)
Total Other Financing Sources (U	<u>3,841,443</u>	<u>6,032,716</u>	<u>6,088,184</u>	<u>5,409,061</u>
Fund Balance, December 31	\$2,914,019	\$ 2,477,472	\$ 3,450,716	\$ 1,893,586

Appropriated Regular Operations	\$15,469,747
Appropriated Fund Balance	1,893,586
Total Appropriations	<u>\$17,363,333</u>

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
620	000	411.310	Contra Washington TIF 1	(11,460)	0	(13,371)	0
620	000	411.311	Contra Washington TIF 2	(6,378)	0	(5,506)	0
620	000	411.312	Contra Washington TIF 3	0	0	0	0
620	000	417.150	Law Enforcement Sales Tax	6,474,077	6,625,000	6,650,000	6,775,000
			Total Tax Revenue	<u>6,456,239</u>	<u>6,625,000</u>	<u>6,631,123</u>	<u>6,775,000</u>
620	000	441.042	DWI Traffic Unit Grant/TSU	125,464	227,840	201,464	139,082
620	000	441.045	Byrne Grant Narc Unit	131,307	132,047	132,047	137,304
620	000	441.046	DWI Enforcement Revenue	20,107	31,000	31,000	25,000
620	000	441.047	Youth Alcohol Grant	4,722	8,500	8,500	9,000
620	000	441.048	DWI Saturation	0	0	0	0
620	000	441.049	Speed Enf. Grant (HMV OT)	30,079	37,072	37,072	41,150
620	000	441.052	HIDTA Grant	118,984	125,000	125,000	137,500
620	000	441.053	Impaired Driving	14,599	0	0	0
620	000	441.055	Bullet Proof Vest Grant	0	22,000	21,092	10,000
620	000	441.057	Miscellaneous Enforcements	9,510	16,900	16,900	16,900
620	000	441.058	Misc. Federal Grants	26,080	0	0	0
620	000	441.070	MCSAP Grant Revenue	90,349	213,000	25,000	0
			Total Federal Grants	<u>571,201</u>	<u>813,359</u>	<u>598,075</u>	<u>515,936</u>

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	620	000	441.210	FEMA Flood Damage Reimb.	0	0	0	0
2	620	000	441.298	US Marshals Service Revenue	402	0	0	0
3	620	000	441.299	MOICAC Revenue	55,189	5,000	1,000	5,000
4	620	000	441.300	Computer Crime OT	6,659	19,500	3,389	19,500
5	620	000	441.301	Enforcement OT Reimbursement	6,713	0	0	0
6	620	000	441.301	Blue Print Grant	0	7,500	7,500	7,500
7	620	000	441.303	Task Force Officer OT Revenue	18,852	17,500	18,649	17,500
8	620	000	441.304	DEA Overtime	0	0	0	0
9				Total Federal Reimbursement	87,815	49,500	30,538	49,500
10								
11	620	000	443.356	State Narcotics Grant	0	0	0	0
12	620	000	443.357	Sheriff Salary Supplement	0	0	0	0
13	620	000	443.359	Asset Forefieture Revenue	24,456	0	0	0
14				Total State Grants	24,456	0	0	0
15								
16	620	000	444.998	MODOT Workzone	113,467	4,000	144,483	76,000
17				Total State Reimbursement	113,467	4,000	144,483	76,000
18								
19	620	000	463.300	Sheriff Fees	52,638	36,000	55,000	48,000
20	620	000	463.302	Prisoner Transport Fees	48,653	35,000	20,415	20,000
21	620	000	463.305	LESTF Muni. Ct. Fees Revenue	41,470	50,000	37,800	35,000
22	620	000	463.320	Sheriff SSA Inc. Payments	14,400	10,500	10,500	10,500
23	620	000	463.355	School Resource Officer Reimb.	29,863	60,000	62,000	63,000
24	620	000	463.500	Sheriff SB 869 Fees	173,299	200,000	140,000	125,000
25	620	000	465.300	Prisoner Per Diem Other	355,621	500,000	544,078	450,000
26	620	000	465.310	Inmate Medical	11,594	7,500	11,700	9,000
27	620	000	465.350	Prisoner Phone Cali Commission	61,138	50,000	50,000	45,000
28				Total Charges For Services	788,676	949,000	931,493	805,500
29								
30	620	000	491.150	Interest - Sales Tax	0	0	12,576	0
31	620	000	492.100	Interest-Investments	21,785	10,000	23,410	20,000
32	620	000	493.028	Prepaid Meal Cards	53	0	0	0
33	620	000	493.050	Insurance Reimbursement	40,410	0	42,771	0
34	620	000	494.060	Law Enf. Blk Gr. (LLEBG)	0	10,000	0	10,000
35	620	000	496.100	Sale of Asset	111,680	25,000	80,468	15,000
36	620	000	497.100	Miscellaneous Revenue	33,215	0	3,000	7,500
37				Total Other Revenue	207,143	45,000	162,225	52,500
38								
39	620	000	498.000	Proceeds From Capital Lease	0	0	0	0
40	620	000	498.100	Transfers From General Fund	3,729,763	3,729,763	3,729,763	3,729,763
41	620	000	498.621	Transfer From Prop. P Compensation Fund	0	2,054,640	2,054,640	1,685,105
42								
43	620	000	498.622	Transfer From Prop P Law Enf. & Emergency Dispatch Fund	0	223,313.0	223,313	223,313
44								
45	620	000	498.635	Transfer From Sheriff Revolving	0	0	0	0
46	620	000	498.685	Transfer From Municipal Court	0	0	0	0
47				Total Other Financing Sources	3,729,763	6,007,716	6,007,716	5,638,181
48								
49				TOTAL LAW ENFORCEMENT REVENUE	11,978,760	14,493,575	14,505,653	13,912,617
50								

**LAW ENFORCEMENT
GRANT EXPENDITURES**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	620	020	611.100	Regular Wages	101,900	120,774	91,500	114,151
2	620	020	611.200	Overtime	2,860	30,500	6,000	6,000
3	620	020	612.100	Part-Time Wages	0	0	0	0
4	620	020	613.100	FICA	7,767	11,572	7,459	9,192
5	620	020	614.100	Retirement-LAGERS	15,716	24,809	15,990	20,426
6	620	020	617.100	Life Insurance	115	120	130	130
7	620	020	617.200	Health Insurance	7,860	8,202	9,411	15,686
8	620	020	617.300	Dental Insurance	751	784	653	807
9	620	020	617.400	Vision Insurance	233	244	244	244
10				Total Personnel Services	137,202	197,005	131,387	166,636
11								
12								
13	620	020	623.100	Telephone	9,606	16,816	13,000	13,200
14	620	020	625.100	Rent & Leases	27,000	27,000	27,000	27,000
15	620	020	626.100	Maintenance & Repairs	0	0	0	0
16	620	020	630.100	Utilities	0	0	0	0
17	620	020	632.200	Contractual Services	5,490	15,000	8,235	6,800
18	620	020	634.100	Training/Travel	5,969	13,698	13,698	6,000
19				Total Services	48,065	72,514	61,933	53,000
20								
21								
22	620	020	651.104	Uncapitalized Equipment	0	0	18,079	0
23	620	020	657.100	Fuel	21,697	30,000	23,000	26,760
24	620	020	659.100	Uniforms	0	0	0	1,000
25	620	020	661.100	Miscellaneous Other	20,000	45,000	45,000	32,500
26				Total Supplies & Other	41,697	75,000	68,000	60,260
27								
28								
29	620	020	685.100	Vehicles	167,359	159,244	102,113	45,240
30	620	020	686.100	Other Equipment	0	0	0	0
31				Total Capital Outlay	167,359	159,244	102,113	45,240
32								
33								
34				LAW ENFORCEMENT GRANT				
35				TOTAL EXPENDITURES	394,323	503,763	363,433	325,136

**LAW ENFORCEMENT
SHERIFF EXPENDITURES**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	620	385	611.100	Regular Wages	4,400,440	5,754,562	5,359,000	5,536,000
2	620	385	611.200	Overtime Wages	273,446	216,316	180,000	308,008
3	620	385	612.100	Part Time Wages	47,804	49,000	49,000	49,000
4	620	385	613.100	FICA	337,409	458,685	427,482	450,815
5	620	385	614.100	Retirement-LAGERS	714,192	979,224	908,396	993,481
6	620	385	615.100	Unemployment	0	15,000	15,000	15,000
7	620	385	616.100	Workman's Compensation	230,458	285,000	275,000	285,000
8	620	385	617.100	Life Insurance	5,487	5,940	6,094	6,094
9	620	385	617.200	Health Insurance	621,241	774,067	650,395	830,592
10	620	385	617.201	Health Insurance Contingency	0	0	100,000	123,500
11	620	385	617.300	Dental Insurance	35,578	38,778	36,752	38,385
12	620	385	617.400	Vision Insurance	11,053	12,048	11,465	11,925
13				Total Personnel Services	6,677,108	8,588,620	8,018,584	8,647,800
14								
15								
16	620	385	623.100	Telephone	82,369	106,700	85,000	101,000
17	620	385	624.100	Postage & Freight	3,823	5,000	3,000	3,500
18	620	385	625.100	Rent & Leases	187	3,000	0	3,000
19	620	385	626.100	Maintenance & Repairs	268	136,000	105,000	130,000
20	620	385	626.101	Maint. & Repairs - Vehicle	83,216	0	0	0
21	620	385	626.102	Maint. & Repairs - Car Equip.	10,780	0	0	0
22	620	385	626.103	Maint. & Repairs - Equipment	9,332	0	0	0
23	620	385	626.104	Maint. & Repairs - Bldg/Grounds	2,756	0	0	0
24	620	385	627.100	Insurance	221,251	239,298	240,000	240,000
25	620	385	628.100	Bonds	95	500	175	500
26	620	385	629.100	Other Professional Services	2,963	30,400	10,000	34,700
27	620	385	630.100	Utilities	192,064	195,000	200,000	180,000
28	620	385	632.200	Contractual Services	147,548	184,700	184,000	226,300
29	620	385	634.100	Training	31,897	38,130	38,130	38,130
30				Total Services	788,549	938,728	865,305	957,130

**LAW ENFORCEMENT
SHERIFF EXPENDITURES**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	620	385	651.100	Office Supplies	11,055	21,400	13,000	20,000
2	620	385	651.102	Ammunition	24,705	25,000	25,000	25,000
3	620	385	651.103	Software	7,206	26,000	5,000	11,000
4	620	385	651.104	Uncapitalized Equipment	256,729	237,150	114,000	177,400
5	620	385	653.100	Books & Publications	1,238	3,400	500	3,400
6	620	385	654.100	Memberships	6,583	9,900	9,900	5,400
7	620	385	656.100	Printing & Binding	2,994	10,000	4,000	7,000
8	620	385	657.100	Fuel	260,254	302,400	277,000	302,400
9	620	385	659.100	Uniforms	43,285	63,500	50,000	60,000
10	620	385	660.100	Other Supplies	20,974	34,400	34,400	36,400
11	620	385	661.100	Misc. Other	10,024	15,000	15,000	15,000
12				Total Supplies & Other	645,047	748,150	547,800	663,000
13								
14								
15	620	385	685.100	Vehicles	454,384	526,000	526,000	560,000
16	620	385	686.100	Other Equipment	13,307	40,000	30,000	30,000
17	620	385	687.100	Office Equipment	0	6,000	0	6,000
18				Total Capital Outlay	467,691	572,000	556,000	596,000
19								
20	620	385	690.100	Transfer To General Fund	0	0	0	244,120
21	620	385	690.600	Transfers To Law				
22				Enforcement Training	0	0	0	0
23				Total Transfers Out	0	0	0	244,120
24								
25				LAW ENFORCEMENT SHERIFF				
26				TOTAL EXPENDITURES	8,578,395	10,847,498	9,987,689	11,108,050

**LAW ENFORCEMENT
JAIL & PENAL EXPENDITURES**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	620	390	611.100	Regular Wages	1,639,726	2,192,639	1,941,000	2,097,824
2	620	390	611.200	Overtime Wages	60,057	30,000	15,000	30,000
3	620	390	612.100	Part-Time Wages	55,904	66,000	51,000	66,000
4	620	390	613.100	FICA	127,224	175,081	153,536	167,828
5	620	390	614.100	Retirement-LAGERS	241,911	364,513	320,784	361,730
6	620	390	615.100	Unemployment	0	3,000	0	3,000
7	620	390	616.100	Workman's Compensation	83,698	96,000	80,000	90,000
8	620	390	617.100	Life Insurance	2,083	2,280	2,236	2,268
9	620	390	617.200	Health Insurance	215,205	295,546	217,260	268,141
10	620	390	617.300	Dental Insurance	13,513	14,885	13,366	13,710
11	620	390	617.400	Vision Insurance	4,198	4,625	4,153	4,260
12				Total Personnel Services	2,443,519	3,244,569	2,798,335	3,104,761
13								
14								
15	620	390	626.100	Maintenance & Repairs	0	11,000	5,000	11,000
16	620	390	626.101	Maint. & Repairs-Vehicles	730	0	0	0
17	620	390	626.102	Maint. & Repairs-Car Equip.	0	0	0	0
18	620	390	626.103	Maint. & Repairs-Equipment	1,274	0	0	0
19	620	390	626.104	Maint. & Repairs-Bldg/Grounds	38,612	100,000	75,000	100,000
20	620	390	627.100	Insurance	51,256	50,716	52,000	55,000
21	620	390	629.100	Other Professional Services	34,986	35,000	45,000	45,000
22	620	390	632.200	Contractual Services	248,041	381,000	408,000	410,000
23	620	390	633.100	Medical	186,700	260,000	200,000	260,000
24				Total Services	561,599	837,716	785,000	881,000
25								
26								
27	620	390	651.100	Office Supplies	624	2,000	1,000	1,500
28	620	390	651.104	Uncapitalized Equipment	1,379	3,000	3,000	2,500
29	620	390	653.100	Books & Publications	300	1,300	500	800
30	620	390	658.100	Janitor Supplies	24,229	23,000	24,000	40,000
31	620	390	660.100	Other Supplies	4,999	6,000	6,000	6,000
32				Total Supplies & Other	31,531	35,300	34,500	50,800
33								
34	620	390	686.100	Other Equipment	0	0	0	0
35				Total Capital Outlay	0	0	0	0
36								
37								
38				JAIL AND PENAL				
39				TOTAL EXPENDITURES	3,036,649	4,117,585	3,617,835	4,036,561

**LAW ENFORCEMENT SALES TAX FUND
FUND BALANCE APPROPRIATIONS**

DEPARTMENTAL FUNCTIONS

This budget was created to appropriate all or a portion of the estimated remaining fund balance in the Law Enforcement Sales Tax Fund. Appropriations to this budget fluctuate from year to year depending on the estimated remaining fund balance for the Law Enforcement Sales Tax Fund. It is unlikely that these funds will be used.

**LAW ENFORCEMENT SALES TAX FUND
FUND BALANCE APPROPRIATIONS**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1 620	142	632.200	Contractual Services	0	2,477,472	0	1,893,586

PROPOSITION P FUNDS

FUND FUNCTIONS

On April 3, 2018, the citizens of Franklin County passed a sales tax initiative of $\frac{1}{2}$ of 1%. The purpose of this sales tax is to provide funds for law enforcement and emergency dispatch services, including but not limited to (1) the acquisition, construction, reconstruction, improvement, maintenance, operating and equipping of a jail, dispatching center and law enforcement facilities and (2) compensation for law enforcement officers, which shall include commissioned officers of the Franklin County Sheriff's Office and commissioned officers of the municipal police departments within Franklin County.

PROP P - LAW ENFORCEMENT COMPENSATION FUND

	2018	2019	2019	2020
	Actual	Adopted	Estimated	Adopted
		Budget	By Dept.	Budget
1 Fund Balance, January 1	\$0	\$818,850	\$715,761	\$0
2				
3 Projected Revenues	715,761	3,317,000	3,332,295	3,392,000
4				
5 Estimated Expenditures	0	(2,045,785)	(2,002,358)	(1,677,841)
6				
7 Revenues Over (Under)				
8 Expenditures	715,761	1,271,215	1,329,937	1,714,160
9				
10 Interfund Transfers In (Out)	0	(2,090,065)	(2,045,698)	(1,714,159)
11				
12 Fund Balance, December 31	\$715,761	\$0	0	\$0
13				
14				
15				
16				
17				

REVENUE

		Account	Description	2018	2019	2019	2020
	Fund	Dept.	No.	Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
21	621	000	417.100	715,524	3,312,500	3,325,000	3,387,500
22	621	000	491.150	0	0	2,795	0
23	621	000	492.100	237	4,500	4,500	4,500
24							
25							
26							
27							
28							
29							
			TOTAL PROPOSITION P - LAW				
			ENFORCEMENT COMPENSATION				
			FUND REVENUE	715,761	3,317,000	3,332,295	3,392,000

PROPOSITION P - LAW ENFORCEMENT COMPENSATION

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	621	642.200	Berger PD Compensation	0	17,712	17,336	14,527
2	621	642.201	Gerald PD Compensation	0	70,850	69,346	58,107
3	621	642.202	New Haven PD Compensation	0	123,987	121,355	101,687
4	621	642.203	Pacific PD Compensation	0	327,680	320,724	268,745
5	621	642.204	St. Clair PD Compensation	0	247,974	242,710	203,375
6	621	642.205	Sullivan PD Compensation	0	318,824	312,056	261,482
7	621	642.206	Union PD Compensation	0	442,810	433,411	363,169
8	621	642.207	Washington PD Compensation	0	495,948	485,420	406,749
9			Total Services	0	2,045,785	2,002,358	1,677,841
10							
11	621	690.620	Transfer To Franklin County Law Enforcement For Compensation	0	2,054,640	2,011,025	1,685,105
12							
13							
14							
15	621	690.100	Transfer To General Fund For Compensation	0	35,425	34,673	29,054
			PROPOSITION P LAW ENFORCEMENT COMPENSATION TOTAL EXPENDITURES	0	4,135,850	4,048,056	3,392,000

PROPOSITION P LAW ENFORCEMENT & EMERGENCY DISPATCH FUND

	<u>2018</u>	<u>2019</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
		<u>Budget</u>	<u>By Dept.</u>	<u>Budget</u>
1 Fund Balance, January 1	\$0	\$9,418,473	\$8,992,053	\$26,065,411
2				
3 Projected Revenues	10,721,030	23,462,500	24,539,354	3,487,501
4				
5 Estimated Expenditures	(1,728,977)	(23,225,474)	(7,242,683)	(29,329,598)
6				
7 Revenues Over (Under)				
8 Expenditures	8,992,053	237,026	17,296,671	(25,842,098)
9				
10 Interfund Transfers In (Out)	0	(223,313)	(223,313)	(223,313)
11				
12 Fund Balance, December 31	\$8,992,053	\$9,432,186	\$26,065,411	\$0
13				
14				
15				
16				
17				

REVENUE

				<u>2018</u>	<u>2019</u>	<u>2019</u>	<u>2020</u>	
	<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>	
			<u>No.</u>		<u>Budget</u>	<u>By Dept.</u>	<u>Budget</u>	
22	622	000	417.100	Sales Tax	715,524	3,312,500	3,325,000	3,387,501
23	622	000	491.150	Interest - Sales Tax	0	0	2,795	(
24	622	000	492.100	Interest - Investment	8,213	150,000	175,000	100,001
25	622	000	493.450	Proceeds From Issue of COPs	9,997,293	20,000,000	21,014,109	(
26	622	000	497.100	Miscellaneous Revenue	0	0	22,450	(
27								
28				TOTAL PROPOSITION P - LAW				
29				ENFORCEMENT & EMERGENCY				
30				DISPATCH FUND REVENUE	10,721,030	23,462,500	24,539,354	3,487,501

PROPOSITION P LAW ENFORCEMENT DEPARTMENT

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	622	622	626.100	Maintenance & Repairs	0	0	0	0
2	622	622	630.100	Utilities	0	0	0	180,000
3	622	622	632.200	Contractual Services	0	0	0	1,250
4				Total Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>181,250</u>
5								
6								
7	622	622	651.104	Uncapitalized Equipment	0	0	0	0
8	622	622	661.100	Miscellaneous Other	0	0	0	0
9				Total Supplies & Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
10								
11	622	622	682.100	Buildings	1,559,941	20,000,000	6,096,650	24,554,876
12	622	622	686.100	Other Equipment	0	0	0	0
13	622	622	687.100	Office Equipmjent	0	0	0	0
14				Total Capital Outlay	<u>1,559,941</u>	<u>20,000,000</u>	<u>6,096,650</u>	<u>24,554,876</u>
15								
16	622	622	671.100	Principal	0	0	0	1,060,000
17	622	622	672.100	Interest	0	1,059,461	353,154	1,081,887
18				Total Debt Service	<u>0</u>	<u>1,059,461</u>	<u>353,154</u>	<u>2,141,887</u>
19								
20	622	622	696.800	Cost of Issuance	169,036	0	125,045	0
21	622	622	690.620	Transfer To LESTF	0	223,313	223,313	223,313
				PROPOSITION P LAW ENFORCEMENT TOTAL EXPENDITURES	1,728,977	21,282,774	6,798,162	27,101,326

PROPOSITION P EMERGENCY DISPATCH DEPARTMENT

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	622	623	623.100	Telephone	0	0	0	176,917
2	622	623	624.100	Postage & Freight	0	0	0	100
3	622	623	626.100	Maintenance & Repairs	0	0	0	39,960
4	622	623	630.100	Utilities	0	0	0	60,000
5	622	623	631.100	Advertising	0	0	0	1,600
6	622	623	632.200	Contractual Services	0	146,513	137,153	1,244,198
7	622	623	634.100	Training	0	0	0	36,425
8				Total Services	0	146,513	137,153	1,559,200
9								
10								
11	622	623	651.100	Office Supplies	0	0	0	5,300
12	622	623	651.104	Uncapitalized Equipment	0	0	0	6,155
13	622	623	652.100	Mileage	0	0	0	250
14	622	623	655.100	Business Expense	0	0	0	3,600
15	622	623	657.100	Fuel	0	0	0	500
16	622	623	660.100	Other Supplies	0	0	0	750
17				Total Supplies & Other	0	0	0	16,555
18								
19	622	623	681.100	Land	0	0	112,325	0
20	622	623	686.100	Other Equipment	0	2,019,500	418,356	875,830
21	622	623	687.100	Office Equipment	0	0	0	0
				Total Capital Outlay	0	2,019,500	530,681	875,830
				PROPOSITION P EMERGENCY DISPATCH TOTAL EXPENDITURES	0	2,166,013	667,834	2,451,585

INMATE SECURITY FUND

FUND FUNCTIONS

This fund is established and governed by RSMo 488.5026.1 and is under the direction of the Sheriff. These funds are used to acquire and develop biometric verification systems and information sharing to ensure that inmates, prisoners, or detainees in a holding cell facility or other detention facility or area which hold persons detained only for a shorter period of time after arrest or after being formally charged can be properly identified upon booking and tracked within the local law enforcement administration system, criminal justice administration system, or the local jail system. Upon the installation of the information sharing or biometric verification system, funds may be used for the maintenance, repair, and replacement of the information sharing or biometric verification system, and also to pay for any expenses related to detention, custody, and housing and other expenses for inmates, prisoners, and detainees.

INMATE SECURITY FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$229,470	\$225,870	\$299,518	\$313,218
2				
3 Projected Revenues	114,459	51,000	93,700	50,500
4				
5 Estimated Expenditures	(44,411)	(145,000)	(80,000)	(242,000)
6				
7 Revenues Over (Under)				
8 Expenditures	70,048	(94,000)	13,700	(191,500)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$299,518	\$131,870	\$313,218	\$121,718
13				
14				
15				
16				
17				

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
21 625	000	459.177	Inmate Security Revenue	111,236	50,000	89,000	50,000
22 625	000	492.100	Interest - Investment	3,223	1,000	4,700	500
23							
24							
25			INMATE SECURITY				
26			TOTAL REVENUE	114,459	51,000	93,700	50,500
27							
28							
29							
30							
31							

EXPENDITURES

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
35 625	395	651.104	Uncapitalized Equipment	5,672	105,000	40,000	40,000
36 625	395	661.100	Miscellaneous Other	13,873	30,000	30,000	52,000
37			Total Supplies & Other	19,545	135,000	70,000	92,000
38							
39 625	395	686.100	Other Equipment	24,866	10,000	10,000	150,000
40			Total Capital Outlay	24,866	10,000	10,000	150,000
41							
42							
43			INMATE SECURITY				
44			TOTAL EXPENDITURES	44,411	145,000	80,000	242,000

COLLECTOR'S TAX MAINTENANCE FUND

FUND FUNCTIONS

This fund is established and governed by RSMo 52.312.1 and is under the direction of the County Collector. The fees collected are to be used for the purpose of funding additional costs and expenses incurred in the Collector's Office.

COLLECTOR'S TAX MAINTENANCE FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$115,900	\$182,013	\$182,412	\$244,255
2				
3 Projected Revenues	182,463	182,300	169,000	167,300
4				
5 Operating Expenditures	(115,951)	(93,000)	(67,157)	(411,555)
6				
7 Revenues Over (Under)				
8 Expenditures	66,512	89,300	101,843	(244,255)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	(50,000)	(40,000)	0
13 Net Transfers In (Out)	0	(50,000)	(40,000)	0
14				
15 Fund Balance, December 31	\$182,412	\$221,313	\$244,255	\$0

REVENUE

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
21				
22				
23 Fund Dept. Account No. Description				
24 630 000 454.150 Collector's Tax Maint. Fees	180,164	180,000	165,000	165,000
25 630 000 492.100 Investment Interest	2,299	2,300	4,000	2,300
26 Total Revenue	182,463	182,300	169,000	167,300

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	630	030	626.100	Maintenance & Repairs	5,941	5,000	2,863	5,000
2	630	030	629.100	Other Professional Services	2,110	10,000	0	115,000
3	630	030	632.200	Contractual Services	94,800	60,000	36,800	200,000
4	630	030	634.100	Training	0	1,000	25	1,000
5				Total Services	<u>102,851</u>	<u>76,000</u>	<u>39,688</u>	<u>321,000</u>
6								
7								
8	630	030	651.100	Office Supplies	466	2,000	1,778	2,000
9	630	030	651.104	Uncapitalized Equipment	12,634	15,000	15,691	50,000
10				Total Supplies & Other	<u>13,100</u>	<u>17,000</u>	<u>17,469</u>	<u>52,000</u>
11								
12								
13	630	030	686.100	Other Equipment	0	0	10,000	20,000
14	630	030	687.100	Office Equipment	0	0	0	18,555
15				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>38,555</u>
16								
17								
18	630	030	690.100	Transfers To General Fund	0	50,000	40,000	0
19				Total Transfers	<u>0</u>	<u>50,000</u>	<u>40,000</u>	<u>0</u>
20								
21				COLLECTOR'S TAX MAINTENANCE				
22				TOTAL EXPENDITURES	115,951	143,000	107,157	411,555

SHERIFF'S REVOLVING FUND

FUND FUNCTIONS

This budget is under the direction of the Franklin County Sheriff and is governed by Missouri State Statute 50.535. This fund shall only be used by law enforcement agencies for the purchase of equipment, to provide training, and to make necessary expenditures to process applications for concealed carry permits or renewals. This includes but is not limited to the purchase of equipment, information and data exchange, training, fingerprinting and background checks, employment of additional personnel, and any expenditure necessitated by an action under section 571.114 or 571.117.

SHERIFF REVOLVING FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$421,077	\$203,551	\$209,235	\$206,575
2				
3 Projected Revenues	31,682	46,525	42,760	35,700
4				
5 Operating Expenditures	(243,524)	(57,358)	(45,420)	(60,301)
6				
7 Revenues Over (Under)				
8 Expenditures	(211,842)	(10,833)	(2,660)	(24,601)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$209,235	\$192,718	\$206,575	\$181,974

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
23	635	000	465.571 Conceal/Carry Revenue	27,748	44,125	39,560	32,500
24	635	000	492.100 Investment Interest	3,934	2,400	3,200	3,200
25			Total Revenue	31,682	46,525	42,760	35,700

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	635	375	611.100	Regular Wages	28,841	30,000	30,000	31,220
2	635	375	613.100	FICA	2,079	2,295	2,295	2,388
3	635	375	614.100	Retirement-LAGERS	4,852	388	4,950	5,276
4	635	375	617.100	Life Insurance	60	60	60	60
5	635	375	617.200	Health Insurance	4,101	4,101	4,101	5,331
6	635	375	617.300	Dental Insurance	392	392	392	404
7	635	375	617.400	Vision Insurance	122	122	122	122
8				Total Personnel Services	40,447	37,358	41,920	44,801
9								
10	635	375	632.200	Contractual Services	209	10,000	1,000	3,000
11				Total Services	209	10,000	1,000	3,000
12								
13	635	375	651.100	Office Supplies	856	3,000	1,500	3,000
14	635	375	651.104	Uncapitalized Equipment	2,012	1,000	1,000	1,500
15	635	375	661.100	Miscellaneous Other	200,000	0	0	0
16				Total Supplies & Other	202,868	4,000	2,500	4,500
17								
18	635	375	687.100	Office Equipment	0	6,000	0	8,000
19				Total Capital Outlay	0	6,000	0	8,000
20								
21	635	375	690.635	Transfer to LESTF		0	0	0
22								
23								
24				TOTAL SHERIFF REVOLVING				
25				FUND EXPENDITURES	243,524	57,358	45,420	60,301

SHERIFF CIVIL FEES FUND

FUND FUNCTIONS

This fund is under the direction of the Franklin County Sheriff and is governed by RSMo 57.280.

This budget is used to account for the fees that the Sheriff receives in connection with civil cases.

The funds collected pursuant to RSMo 57.280, not to exceed \$50,000 in any calendar year, shall be held in a fund established by the County Treasurer, which may be expended at the discretion of the Sheriff for the furtherance of the Sheriff's set duties. Any such funds in excess of \$50,000 in any calendar year shall be placed to the credit of the General Revenue Fund of the County. Moneys in the fund shall be used only for the procurement of services and equipment to support the operation of the Sheriff's Office. Moneys in the fund shall not lapse to the County General Revenue Fund at the end of any county budget or fiscal year.

SHERIFF CIVIL FEES FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$37,888	\$87,950	\$88,317	\$140,217
2				
3 Projected Revenues	50,969	50,100	51,900	51,000
4				
5 Operating Expenditures	(540)	(75,000)	0	(75,000)
6				
7 Revenues Over (Under)				
8 Expenditures	50,429	(24,900)	51,900	(24,000)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$88,317	\$63,050	\$140,217	\$116,217

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
23	636	000	463.315 Sheriff Civil Fees	50,000	50,000	50,000	50,000
24	636	000	492.100 Investment Interest	969	100	1,900	1,000
25			Total Revenue	50,969	50,100	51,900	51,000

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	636	376	632.200	Contractual Services	0	2,500	0	2,500
2				Total Services	<u>0</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>
3								
4	636	376	651.104	Uncapitalized Equipment	0	45,000	0	45,000
5	636	376	661.100	Miscellaneous Other	540	27,500	0	27,500
6				Total Supplies & Other	<u>540</u>	<u>72,500</u>	<u>0</u>	<u>72,500</u>
7								
8	636	376	685.100	Vehicles	0	0	0	0
9	636	376	686.100	Other Equipment	0	0	0	0
10	636	376	687.100	Office Equipment	0	0	0	0
11				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
12								
13								
14				TOTAL SHERIFF CIVIL FEES				
15				FUND EXPENDITURES	540	75,000	0	75,000

COUNTY-WIDE 911 FUND

DEPARTMENTAL FUNCTIONS

Franklin County E911 is a formal department of the Franklin County Commission. There are four Public Safety Answering Points (PSAPs) that take 911 calls within the County. The host PSAP for Franklin County is located at #1 Bruns Lane in Union, Missouri.

The remote PSAPs are in Washington, Sullivan, and Pacific. Franklin County 911 has provided 911 call answering equipment, mapping, connection, and infrastructure to these PSAPs for many years. Some training has also been paid for by Franklin County for these Municipal PSAPs.

The department's hierarchy of responsibility is the answering and processing of all 911 calls efficiently and effectively, assigning of calls to the appropriate agencies/units in a timely manner, and the answering of all radio traffic in a timely manner while maintaining sound situational awareness.

This department is funded through fees from served agencies, general revenue, and the 911 landline tax. With the decrease in the traditional landline services in the community, the landline tax has decreased over the past 10 years while the expectation from the public and cost of technology to fulfill the needs has increased. In 2018, the State of Missouri passed and signed House Bill 1456 which, among other things, allows for cellular phones to be included in the 911 tariff funding by a vote of the people. The ongoing investment of time in finding sustained operational funding for 911 in this first class County is imperative for citizen safety, responder safety, and economic growth.

SERVED AGENCY OVERVIEW

The Fire/EMS 911 Operations Board is actively engaged in the continued improvements being made in the 911 Center. The goal is to bring the 911 Center up to the level of service that could be considered "Class 1". They have expressed concern about the current funding model of the Center and believe under the current funding mechanisms, reaching a level of service which could be considered "Class 1" is not possible. Items that they have identified as being needed are a more robust county wide radio system with redundant connections/links for minimal downtime, field radio equipment coordination and programming advisor, automatic vehicle location system integrated with computer aided dispatch in the vehicles, and adequate staffing comparable to other "Class 1" centers in the area based on call volume and services. These types of items can help improve service by our center to the citizens as well as potentially speeding up the dispatch, response, and care provided for calls of service.

2019 ACCOMPLISHMENTS

- Franklin County Communications answered 52,191 emergency 911 calls in 2018.
- Track and log incidents for 16 different agencies.
- Manage and operate the radio network which consists of 30 different transmitters and receivers for responders in the County, not including the mutual aid channels used to talk amongst PSAPs and outside agencies.
- Work with contractor to design and vet radio system upgrades.
- Continue coordination with the Fire/EMS Operations Board.
- Hire and train additional personnel to maintain minimum staffing of the Center.
- Total of 4 staff members certified as Q's through the International Association of Emergency Dispatch.
- Install new Radio Building at the Bruns Drive location.
- Aided in the full scale active killer exercise and training at Union High School.
- Provide department wide training quarterly, including a regional Active Shooter for Dispatcher training hosted by Franklin County 911.
- Coordinated with Staff to determine best way to allow for folks to primarily work days or primarily work nights if they choose.
- Support the Franklin County Sheriff's Office Warrant Division as necessary.
- Work with building architects on programming needs and design for combined EOC/911 Center.
- Continued implementation of Field Mobile Data Terminal, including Automatic Vehicle Locating.
- Prepare and Coordinate systems for St. Clair Fire coming to Franklin County Communications.
- Begin CAD to CAD transfer of data between Hermann 911. This is a test and hopefully will be a practice we can do with other 911 centers to support the Regionalization.
- Update the business directory.
- Continued Social Media presence with consistent timely posts related to road closures or incidents throughout the area.

2020 OBJECTIVES

- Work towards a long-term funding solution.
- Build out enhanced Radio System with microwave ring.
- Purchase and equip Pea Ridge Tower, replacing two leased towers.
- Implement a county wide pager group.
- Maintain minimum staffing levels.
- Maintain adequate staffing of supervisory role always.
- Provide sound structure and foundation for our Communications Center through SOGs and training.
- Install systems and move into new 911/EOC facility.
- Conduct the Quality Assurance / Quality Improvement Program in house with our own staff.
- Provide for St. Clair Fire's transition to Franklin County.

COUNTY-WIDE 911 FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
Fund Balance, January 1	\$1,379,159	\$920,121	\$1,048,664	\$536,983
Projected Revenues	1,104,976	878,600	846,846	979,230
Operating Expenditures	(1,995,167)	(2,051,986)	(1,881,792)	(1,478,207)
Revenues Over (Under) Expenditures		(1,173,386)	(1,034,946)	(498,977)
Interfund Transfers In (Out)				
Transfers In	559,696	523,264	523,264	250,000
Transfers Out	0	0	0	0
Net Transfers In (Out)	559,696	523,264	523,264	250,000
Fund Balance, December 31	\$1,048,664	\$269,999	\$536,983	\$288,006

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
640	000	417.300	Telephone Tax Revenue	732,741	775,000	715,000	700,000
640	000	417.400	Prepaid Phone Cards Revenue	0	0	21,091	22,000
			Total Taxes	732,741	775,000	736,091	722,000
640	000	455.080	Served Agencies Dispatch Fees	293,300	100,000	101,100	141,750
640	000	455.085	PSAP Fees	0	0	0	91,880
640	000	470.000	Private Road Signs	0	600	0	600
			Total Fees/Services Revenue	293,300	100,600	101,100	234,230
640	000	492.100	Investment Interest	13,942	3,000	9,600	3,000
640	000	497.100	Miscellaneous Revenue	64,993	0	55	20,000
			Total Miscellaneous Revenue	78,935	3,000	9,655	23,000
640	000	498.100	Transfers From General Fund	559,696	523,264	523,264	250,000
			Total Transfers In	559,696	523,264	523,264	250,000
			Total Revenue	1,664,672	1,401,864	1,370,110	1,229,230

**COUNTY- WIDE 911 ADDRESSING
EXPENDITURES**

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	640	040	611.100	Regular Wages	0	0	0	0
2	640	040	613.100	FICA	0	0	0	0
3	640	040	614.100	Retirement-LAGERS	0	0	0	0
4	640	040	615.100	Unemployment	0	0	0	0
5	640	040	616.100	Workman's Compensation	0	0	0	0
6	640	040	617.100	Life Insurance	0	0	0	0
7	640	040	617.200	Health Insurance	0	0	0	0
8	640	040	617.300	Dental Insurance	0	0	0	0
9	640	040	617.400	Vision Insurance	0	0	0	0
10				Total Personnel Services	0	0	0	0
11								
12								
13	640	040	623.100	Telephone	133,080	163,592	136,000	0
14	640	040	624.100	Postage & Freight	0	100	100	0
15	640	040	626.100	Maintenance & Repairs	30,946	50,000	40,000	0
16	640	040	631.100	Advertising	0	100	100	0
17	640	040	632.200	Contractual Services	159,615	132,884	141,444	37,800
18	640	040	634.100	Training	16,381	26,525	20,000	0
19				Total Services	340,022	373,201	337,644	37,800
20								
21								
22	640	040	651.100	Office Supplies	4,899	5,264	2,000	0
23	640	040	651.104	Uncapitalized Equipment	18,526	12,300	8,000	0
24	640	040	652.100	Mileage	0	250	250	0
25	640	040	655.100	Business Expense	1,689	3,600	1,800	0
26	640	040	657.100	Fuel	0	500	100	0
27	640	040	660.100	Other Supplies	592	750	100	0
28				Total Supplies & Other	25,706	22,664	12,250	0
29								
30								
31	640	040	686.100	Other Equipment	0	0	0	0
32	640	040	687.100	Office Equipment	0	0	0	0
33				Total Capital Outlay	0	0	0	0
34								
35								
36				TOTAL COUNTY WIDE 911				
37				ADDRESSING EXPENDITURES	365,728	395,865	349,894	37,800

**COUNTY- WIDE 911 DISPATCHING
EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	640	045	611.100	Regular Wages	943,240	974,410	900,000	977,379
2	640	045	611.200	Overtime	67,905	55,000	60,000	60,000
3	640	045	612.100	Part-time Wage	0	0	0	0
4	640	045	613.100	FICA	71,741	78,750	73,440	79,359
5	640	045	614.100	Retirement-LAGERS	155,312	169,853	158,400	175,317
6	640	045	616.100	Workman's Compensation	0	0	0	0
7	640	045	617.100	Life Insurance	1,138	1,320	1,320	1,320
8	640	045	617.200	Health Insurance	119,430	140,880	125,880	135,738
9	640	045	617.300	Dental Insurance	7,377	8,617	8,617	8,617
10	640	045	617.400	Vision Insurance	2,292	2,677	2,677	2,677
11				Total Personnel Services	1,368,435	1,431,507	1,330,334	1,440,407
12								
13								
14				TOTAL COUNTY WIDE 911 DISPATCHING EXPENDITURES	1,368,435	1,431,507	1,330,334	1,440,407
15								

**FRANKLIN COUNTY COMMUNICATIONS SERVED AGENCY DISPATCHING
EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	640	046	611.100	Regular Wages	160,155	156,164	140,000	0
2	640	046	611.200	Overtime	14,361	13,000	11,000	0
3	640	046	613.100	FICA	13,016	12,941	11,552	0
4	640	046	614.100	Retirement-LAGERS	29,483	27,912	24,915	0
5	640	046	616.100	Workman's Compensation	0	0	0	0
6	640	046	617.100	Life Insurance	241	240	240	0
7	640	046	617.200	Health Insurance	12,303	12,303	11,803	0
8	640	046	617.300	Dental Insurance	1,567	1,567	1,567	0
9	640	046	617.400	Vision Insurance	487	487	487	0
10				Total Personnel Services	<u>231,613</u>	<u>224,614</u>	<u>201,564</u>	<u>0</u>
11								
12	640	046	632.200	Contractual Services	20,100	0	0	0
13				Total Services	<u>20,100</u>	<u>0</u>	<u>0</u>	<u>0</u>
14								
15	640	046	651.100	Office Supplies	4,197			
16	640	046	651.104	Uncapitalized Equipment	0	0	0	0
17				Total Supplies & Other	<u>4,197</u>	<u>0</u>	<u>0</u>	<u>0</u>
18								
19								
20	640	046	686.100	Other Equipment	5,094	0	0	0
21					<u>5,094</u>	<u>0</u>	<u>0</u>	<u>0</u>
22								
23								
24				TOTAL FRANKLIN COUNTY				
25				COMMUNICATIONS SERVED	261,004	224,614	201,564	0
26				AGENCY DISPATCHING				
27								
28								
29								
30								
31				TOTAL COUNTY- WIDE 911				
32				FUND EXPENDITURES	1,995,167	2,051,986	1,881,793	1,478,207

PROSECUTING ATTORNEY TRAINING FUND

FUND FUNCTIONS

This budget is under the direction of the Prosecuting Attorney. This budget is established to account for the fees collected to support training for the Prosecuting Attorney's office.

PROSECUTING ATTORNEY TRAINING FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$6,639	\$11,979	\$12,214	\$12,818
2				
3 Projected Revenues	5,575	5,340	5,604	5,490
4				
5 Operating Expenditures	0	(8,000)	(5,000)	(8,000)
6				
7 Revenues Over (Under)				
8 Expenditures	5,575	(2,660)	604	(2,510)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$12,214	\$9,319	\$12,818	\$10,308
13				

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
26	650	000	450.650	Court Costs Reimbursement	3,366	3,250	3,364	3,365
27	650	000	450.675	Municipal Court Fees	2,078	2,000	2,000	2,000
28	650	000	492.100	Interest - Investments	131	90	240	125
29			Total Revenue	5,575	5,340	5,604	5,490	

EXPENDITURES

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
38	650	050	634.100	Training	0	8,000	5,000	8,000
39			Total Services	0	8,000	5,000	8,000	

PROSECUTING TRAINING FUND
TOTAL EXPENDITURES

0	8,000	5,000	8,000
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ELECTION SERVICES

DEPARTMENTAL FUNCTIONS

RSMo 115.065.4 allows the Election Authority to collect money for those costs that require additional out-of-pocket expenses in conducting an election. The election service account shall be budgeted and expended at the direction of the election authority and shall not be used to substitute for or subsidize any allocation of general revenue for the operation of the election authority's office without the express consent of the election authority. Income for this fund primarily comes from a 5% of the total election fee charged to any entity that has an issue on the ballot. The funds shall be used for training programs and purchase of additional supplies or equipment to improve the conduct of elections, including anything pertaining thereto. In addition to these costs, that state shall, subject to appropriation, compensate the election services fund for transaction submitted to update MCVR, the state voter registration database.

ELECTION SERVICES FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$88,109	\$75,951	\$79,286	\$108,572
2				
3 Projected Revenues	14,888	7,050	37,160	26,000
4				
5 Operating Expenditures	(23,711)	(61,000)	(7,874)	(50,500)
6				
7 Revenues Over (Under)				
8 Expenditures	(8,823)	(53,950)	29,286	(24,500)
9				
10 Interfund Transfers In (Out)		0	0	0
11				
12 Balance December 31	\$79,286	\$22,001	\$108,572	\$84,072

REVENUE

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
Fund				
Dept.				
Account No.				
Description				
655 000 441.205	0	0	0	0
655 000 443.612	0	0	0	0
655 000 451.300	13,773	6,000	35,510	25,000
655 000 492.100	1,115	1,050	1,650	1,000
655 000 497.100	0	0	0	0
Total Revenue	14,888	7,050	37,160	26,000
655 000 498.100	0	0	0	0
Transfer From General				

ELECTION SERVICES FUND

EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	655	055	632.200	Contractual Services	1,264	0	0	0
2				Total Services	1,264	0	0	0
3								
4								
5	655	055	651.100	Office Supplies	0	1,000	864	1,000
6	655	055	651.104	Uncapitalized Equipment	4,494	20,000	0	20,000
7	655	055	654.100	Memberships	0	3,000	0	3,000
8	655	055	655.100	Business Expense	276	17,000	7,010	9,000
9	655	055	661.100	Miscellaneous Other	2,066	5,000	0	2,500
10				Total Supplies & Other	6,836	46,000	7,874	35,500
11								
12								
13	655	055	683.100	Building Improvements	15,611	0	0	0
14	655	055	686.100	Other Equipment	0	10,000	0	10,000
15	655	055	687.100	Office Equipment	0	5,000	0	5,000
16				Total Capital Outlay	15,611	15,000	0	15,000
17								
18	655	055	690.100	Transfers to General Fund		0	0	0
19								
20				ELECTION SERVICES				
21				TOTAL EXPENDITURES	23,711	61,000	7,874	50,500

DOMESTIC VIOLENCE

FUND FUNCTIONS

The County Commission administers the budget for the Domestic Violence Fund. In accordance with RSMo 451.151, 455.200-205, and 479.261, they distribute money to local shelters for victims of domestic violence.

DOMESTIC VIOLENCE FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
Balance, January 1	\$8,633	\$7,733	\$7,689	\$11,289
Projected Revenues	3,556	3,090	3,600	3,550
Operating Expenditures	(4,500)	(10,823)	0	(14,839)
Revenues Over (Under) Expenditures	(944)	(7,733)	3,600	(11,289)
Interfund Transfers In (Out)	0	0	0	0
Fund Balance, December 31	\$7,689	\$0	\$11,289	\$0

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
660	000	467.400	Recorder of Deeds Marriage Fees	3,460	3,000	3,450	3,450
660	000	492.100	Interest - Investments	96	90	150	100
Total Revenue				3,556	3,090	3,600	3,550

EXPENDITURES

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
660	060	632.200	Contractual Services	4,500	10,823	0	14,839
Total Services				4,500	10,823	0	14,839

DOMESTIC VIOLENCE TOTAL EXPENDITURES	4,500	10,823	0	14,839
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FRANKLIN COUNTY DEPARTMENT OF HEALTH

DEPARTMENTAL FUNCTIONS

The mission of the Franklin County Department of Health is to protect the general health of all residents and visitors of Franklin County. Our major objective is to improve the health and well being of our residents as well as prevent and manage the spread of communicable disease.

Services offered through the Franklin County Department of health require a multidisciplinary team approach to promote, prevent and protect the health of our population. By promoting healthy behaviors such as hand washing, breastfeeding, vaccination programs and protection against STD's we are able to prevent the spread of many contagious diseases. By doing surveillance of over 110 reportable diseases our staff is able to assist in the control and prevention of an outbreak of infectious disease and/or contamination of food or water supplies.

Our environmental health program provides systematic inspection of all food handling establishments. These inspections insure compliance with sanitation standards and practices which ensure compliance with the Franklin County Food Service and Retail Food Services Sanitation Ordinance. In addition, routine inspections of child care establishments and commercial lodging are inspected. All types of environmental complaints for onsite sewage disposal, food, and hazardous waste are addressed.

Other services to our county residents include the following vital record printing, health services, immunization clinics, emergency planning and the WIC program.

FRANKLIN COUNTY HEALTH DEPARTMENT

2019 ACCOMPLISHMENTS

- Provided active surveillance for infectious and chronic disease.
- Investigated outbreaks and patterns of disease or injury within the community.
- Investigated and responded to hepatitis A outbreak.
- Enforced public health laws and regulations.
- Completed inspections of all food establishments, temporary food events, daycare centers and hotels.
- Increased outreach, education and presence at food events.
- Provided facility plan reviews for new construction/extensive remodeling on food establishments.
- Provided 24 hour on call availability and response for emergencies as required.
- Established new partnerships and maintained existing partnerships within the community.
- Assist the state lab by ensuring lab samples are processed correctly.
- Provide on-site courier services.
- Increased awareness of public health services and public health issues by attending health fairs, expos, wellness events and community providers' meetings.
- Completed and passed all local, state and federal program compliance monitoring visits.
- Provided lead screenings, testing, education and case management services.
- Provided TB screenings, testing, education, treatment and case management services.
- Provided STD and Hepatitis C screenings, testing, education and treatment expanding services for treatment.
- Provided off site immunization services to the community.
- Continued partnership with library to increase literacy among adults/children.
- Provided clinic hours and internships to undergraduate students, graduate students, school groups and various other community members that are interested in public health.
- Provided guidance to DHSS and many lphas in the state on appropriate billing practices, electronic health record system implementation and outbreak response.
- Linked immunization records with state record system eliminating duplicate immunizations for most vulnerable populations.

FRANKLIN COUNTY HEALTH DEPARTMENT

2020 OBJECTIVES

- Continue to educate state and local officials on public health services and the need for increased funding to prevent the spread of disease, promote wellness and protect the public from public health hazards.
- Maintain scope of work for federal, state and local contracts and grants.
- Develop policies to support individual and community health goals and initiatives.
- Participate in public health awareness activities within the community.
- Participate in regular meetings to ensure that public health planning efforts are integrated with other agencies.
- Implement programs to address needs identified in the community assessment, health department survey and county data. Focus will be on substance abuse, smoking cessation for pregnant and post-partum moms, STD prevention, screening and treatment, immunization rates and access to health services.
- Partner with NCADA and CRUSH to conduct outreach and services to empower our youth to make informed choices and reduce exposure to opioids; educate policy makers, bring public awareness campaign to reduce risk taking.
- Complete continuing education to enhance knowledge regarding medical procedures and guidelines.
- Enhance billing procedures to provide FCHD with sustainable funding for operation.
- Continue to provide support and guidance to the building department on 701 violations.
- License, conduct and follow up on all inspections of retail and temporary food service facilities, daycares and hotels.
- Provide plan review of all new food service facilities or remodeled food service facilities to ensure compliance with Franklin County food service regulations.
- Respond to all public health emergencies (fires, truck wrecks, floods, etc).
- Respond to environmental health complaints received and enforce laws.
- Provide ongoing surveillance for communicable and chronic diseases.
- Collaborate with and enhance professional relationships with local medical providers.
- Utilize webpage and social media to connect citizens to information.
- Attend national, local and/or state meetings, trainings and conferences.
- Strengthen our relationship with health departments in surrounding counties.
- Participate in meetings with area providers and resource groups.
- Expand staffing to grow services and abilities to reach out to community partners.
- Continue emergency operations plans.
- Cross train additional staff to cover for leaves of absences.
- Seek additional contracts/revenue sources.

HEALTH DEPARTMENT FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$650,484	\$598,620	\$618,577	\$547,142
2				
3 Projected Revenues	931,559	920,567	967,903	972,625
4				
5 Estimated Expenditures	(963,466)	(1,074,380)	(1,039,338)	(1,163,309)
6				
7 Revenues Over (Under)				
8 Expenditures	(31,907)	(153,813)	(71,435)	(190,684)
9				
10 Interfund Transfers In (Out)	-			
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	(227,947)
13 Net Transfers In (Out)	0	0	0	(227,947)
14				
15 Fund Balance, December 31	\$618,577	\$444,807	\$547,142	\$ 128,511

REVENUE

		Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
22	Fund	Dept.					
23	665	000	440.001	Cities Readiness Grant	8,918	22,683	22,683
24	665	000	440.003	Summer Food Service Rev.	80	0	0
25	665	000	440.006	Hep. A Outbreak Grant Rev.	0	0	18,794
26	665	000	441.201	Maternal Child Health Grant	41,242	43,196	20,000
27	665	000	442.200	Medicare Revenue	678	0	1,000
28	665	000	442.202	WIC Federal Reimbursement	265,499	253,306	261,027
29	665	000	442.204	Medicaid Reimbursement	60,181	64,000	26,000
30	665	000	443.202	Core Public Health Grant	136,732	136,731	143,731
31	665	000	443.210	Child Care Sanitation Inspect.	7,050	7,000	7,000
32	665	000	443.213	PHEP	115,096	121,901	119,000
33	665	000	443.216	Opioid Response Grant Revenue	1,971	13,400	16,500
34	665	000	444.020	Child Care Health Consultation	2,459	3,125	3,125
35	665	000	448.100	Private Insurance	48,404	30,000	57,000
36			Total Grant Revenue	688,310	695,342	695,860	721,125

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2020

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	665	000	466.325	Breast Pump Charge	400	725	125	0
2	665	000	466.400	Vital Records	126,986	115,000	129,518	130,000
3	665	000	466.401	Health Department Fees	31,618	30,000	50,000	40,000
4	665	000	466.500	Sanitation Inspection Fees	73,207	72,000	77,600	75,000
5				Total Fee Revenue	<u>232,211</u>	<u>217,725</u>	<u>257,243</u>	<u>245,000</u>
6								
7								
8	665	000	492.100	Interest on Investments	8,089	7,000	9,800	4,000
9	665	000	496.100	Sale of Assets	0	0	0	0
10	665	000	497.100	Miscellaneous Revenue	2,949	500	5,000	2,500
11				Total Miscellaneous Revenue	<u>11,038</u>	<u>7,500</u>	<u>14,800</u>	<u>6,500</u>

HEALTH DEPARTMENT EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	665	065	611.100	Regular Wages	315,633	323,037	315,846	336,006
2	665	065	611.200	Overtime	6,203	500	0	500
3	665	065	612.100	Part-time Wages	0	10,000	10,000	14,000
4	665	065	613.100	FICA	22,372	24,904	24,927	26,814
5	665	065	614.100	Retirement-LAGERS	47,362	53,384	52,115	55,523
6	665	065	615.100	Unemployment	0	5,000	0	5,000
7	665	065	616.100	Workers Compensation	21,723	30,000	20,500	20,500
8	665	065	617.100	Life Insurance	463	480	486	648
9	665	065	617.200	Health Insurance	46,886	45,418	45,549	64,062
10	665	065	617.300	Dental Insurance	3,003	3,134	3,133	4,035
11	665	065	617.400	Vision Insurance	933	974	974	1,217
12				Total Personnel Services	464,578	496,831	473,530	528,305
13								
14								
15	665	065	623.100	Telephone	3,738	5,000	3,000	4,000
16	665	065	624.100	Postage & Freight	67	1,300	1,000	1,000
17	665	065	626.100	Maintenance & Repairs	890	9,500	5,000	9,700
18	665	065	629.100	Other Professional Services	2,500	5,200	5,200	5,250
19	665	065	630.100	Utilities	8,176	10,000	9,000	10,000
20	665	065	632.200	Contractual Services	26,095	35,875	34,000	43,806
21	665	065	633.100	Medical	60,874	66,000	80,000	86,350
22	665	065	634.100	Training	580	600	400	1,150
23				Total Services	102,920	133,475	137,600	161,256
24								
25								
26	665	065	651.100	Office Supplies	1,129	7,000	7,000	6,000
27	665	065	651.104	Uncapitalized Equipment	1,279	1,300	5,000	4,050
28	665	065	652.100	Mileage	2,997	3,750	4,000	4,860
29	665	065	653.100	Books & Publications	1,606	5,450	4,000	4,050
30	665	065	654.100	Memberships	860	930	800	1,456
31	665	065	655.100	Business Expense	727	1,950	800	4,669
32	665	065	661.100	Miscellaneous Other	5,713	10,589	8,000	19,257
33				Total Supplies & Other	14,311	30,969	29,600	44,342
34								
35								
36	665	065	686.100	Other Equipment	0	0	0	0
37	665	065	687.100	Office Equipment	0	0	0	10,000
38				Total Capital Outlay	0	0	0	10,000
39								
40				Transfer To General Fund	0	0	0	27,947
41				Transfer To Building Fund	0	0	0	200,000
42								
43				HEALTH DEPARTMENT				
44				TOTAL EXPENDITURES	581,809	661,275	640,730	971,850

WIC DEPARTMENT EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	665	075	611.100	Regular Wages	177,257	176,748	172,669	176,748
2	665	075	611.200	Overtime	0	0	0	0
3	665	075	612.100	Part-time Wages	0	0	0	0
4	665	075	613.100	FICA	12,167	12,909	13,209	13,521
5	665	075	614.100	Retirement-LAGERS	29,812	29,163	28,490	29,870
6	665	075	617.100	Life Insurance	302	300	324	324
7	665	075	617.200	Health Insurance	38,465	38,705	38,832	50,005
8	665	075	617.300	Dental Insurance	1,958	1,959	1,959	2,018
9	665	075	617.400	Vision Insurance	608	609	609	609
10				Total Personnel Services	260,569	260,393	256,092	273,095
11								
12								
13	665	075	623.100	Telephone	1,994	2,250	2,000	2,107
14	665	075	624.100	Postage & Freight	0	0	0	0
15	665	075	630.100	Utilities	0	0	0	0
16	665	075	632.200	Contractual Services	1,872	2,550	1,800	2,400
17	665	075	633.100	Medical	931	1,700	1,350	1,550
18	665	075	634.100	Training	0	0	0	0
19				Total Services	4,797	6,500	5,150	6,057
20								
21								
22	665	075	651.100	Office Supplies	107	898	1,200	675
23	665	075	651.104	Uncapitalized Equipment	0	0	0	0
24	665	075	652.100	Mileage	206	840	0	300
25	665	075	653.100	Books & Publications	0	25	0	25
26	665	075	655.100	Business Expense	424	1,668	0	800
27	665	075	661.100	Miscellaneous Other	328	2,550	1,500	1,700
28				Total Supplies & Other	1,065	5,981	2,700	3,500
29								
30	665	075	687.100	Office Equipment	0	0	0	0
31				Total Capital Outlay	0	0	0	0
32								
33								
34				WIC DEPARTMENT				
35				TOTAL EXPENDITURES	266,431	272,874	263,942	282,652

PHEP/CRI DEPARTMENT EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	665	085	611.100	Regular Wages	80,774	93,100	90,952	93,101
2	665	085	611.200	Overtime	0	0	0	0
3	665	085	612.100	Part-time Wages	0	0	0	0
4	665	085	613.100	FICA	5,940	6,510	6,958	7,122
5	665	085	614.100	Retirement-LAGERS	11,453	15,362	15,007	15,734
6	665	085	617.100	Life Insurance	81	120	120	130
7	665	085	617.200	Health Insurance	7,437	17,686	4,101	5,331
8	665	085	617.300	Dental Insurance	522	784	784	807
9	665	085	617.400	Vision Insurance	162	244	244	244
10				Total Personnel Services	<u>106,369</u>	<u>133,806</u>	<u>118,166</u>	<u>122,469</u>
11								
12	665	085	626.100	Maintenance & Repairs	0	0	0	2,500
13	665	085	632.200	Contractual Services	3,851	3,475	4,000	2,685
14	665	085	634.100	Training	300	300	800	500
15				Total Services	<u>4,151</u>	<u>3,775</u>	<u>4,800</u>	<u>5,685</u>
16								
17								
18	665	085	651.100	Office Supplies	456	500	1,800	2,500
19	665	085	651.104	Uncapitalized Equipment	2,366	200	3,500	3,000
20	665	085	652.100	Mileage	0	250	200	500
21	665	085	655.100	Business Expense	68	700	2,200	2,000
22	665	085	661.100	Miscellaneous Other	1,816	1,000	4,000	600
23				Total Supplies & Other	<u>4,706</u>	<u>2,650</u>	<u>11,700</u>	<u>8,600</u>
24								
25								
26	665	085	686.100	Other Equipment	0	0	0	0
27				Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
28								
29				PHEP/CRI DEPARTMENT				
30				TOTAL EXPENDITURES	115,226	140,231	134,666	136,754

RECORDS PRESERVATION

FUND FUNCTIONS

This fund is under the direction of the Recorder of Deeds. In accordance with RSMo 59.319.1, fees collected are to be used for record storage, microfilming, preservation, including anything necessarily pertaining thereto.

RECORDS PRESERVATION FUND

				2018	2019	2019	2020
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Fund Balance, January 1	\$237,511	\$265,911	\$254,760	\$281,760
2							
3			Projected Revenues	68,520	64,400	63,500	63,500
4							
5			Operating Expenditures	(36,271)	(265,000)	(36,500)	(302,700)
6							
7			Revenues Over (Under)				
8			Expenditures	32,249	(200,600)	27,000	(239,200)
9							
10			Interfund Transfers In (Out)	(15,000)	0	0	0
11							
12			Fund Balance, December 31	\$254,760	\$65,311	\$281,760	\$42,560
13							
14							
15			REVENUE				
16							
17							
18	Fund	Dept.	Account	2018	2019	2019	2020
			No.	Actual	Adopted	Estimated	Adopted
			Description		Budget	By Dept.	Budget
19	670	000	467.410	43,490	42,000	40,000	40,000
20	670	000	467.420				
21			Recorder of Deeds User Fees				
22	670	000	492.100	21,594	20,000	20,000	20,000
23	670	000	497.100	3,436	2,400	3,500	3,500
24			Investment Interest				
25			Miscellaneous Revenue	0	0	0	0
26			Total Revenue	68,520	64,400	63,500	63,500
27							
28			EXPENDITURES				
29							
30	Fund	Dept.	Account	2018	2019	2019	2020
			No.	Actual	Adopted	Estimated	Adopted
			Description		Budget	By Dept.	Budget
31	670	070	632.100	27,553	98,000	25,000	270,000
32	670	070	632.200	5,400	95,000	9,000	21,200
33	670	070	634.100	3,318	20,000	2,500	6,500
34			Total Services	36,271	213,000	36,500	297,700
35							
36	670	070	651.104	0	2,000	0	5,000
37			Total Supplies & Other	0	2,000	0	5,000
38							
39	670	070	686.100	0	30,000	0	0
40	670	070	687.100	0	20,000	0	0
41			Total Capital Outlay	0	50,000	0	0
42							
43			RECORDS PRESERVATION				
44			TOTAL EXPENDITURES	36,271	265,000	36,500	302,700

PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND

FUND FUNCTION

This budget is under the direction of the Prosecuting Attorney. Each prosecuting attorney who takes any action to collect restitution for bad checks shall collect from the person paying restitution an administrative handling cost. The moneys shall be deposited in the Administrative Handling Cost Fund. The moneys deposited in the fund may be used by the Prosecuting Attorney for office supplies, postage, books, training, office equipment, capital outlay, expenses of trial and witness preparation, additional employees for the staff of the prosecuting attorney, employee's salaries, and for other lawful expenses incurred by the Prosecuting Attorney in the operation of that office.

PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND

	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1 Fund Balance, January 1	\$18,107	\$24,347	\$22,786	\$27,786
2				
3 Projected Revenues	13,479	14,440	13,500	13,500
4				
5 Operating Expenditures	(800)	(4,000)	(500)	(4,000)
6				
7 Revenues Over (Under)				
8 Expenditures	12,679	10,440	13,000	9,500
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	(8,000)	(8,000)	(8,000)	(8,000)
13 Net Transfers In (Out)	(8,000)	(8,000)	(8,000)	(8,000)
14				
15 Fund Balance, December 31	\$22,786	\$26,787	\$27,786	\$29,286

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget	
25	680	000	461.202	Bad Check Fees	13,133	14,200	13,000	13,000
26	680	000	492.100	Investment Interest	346	240	500	500
27	680	000	497.100	Miscellaneous Revenue	0	0	0	0
28				Total Revenue	13,479	14,440	13,500	13,500

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	680	080	624.100	Postage & Freight	800	2,000	500	2,000
2				Total Services	800	2,000	500	2,000
3								
4								
5	680	080	651.100	Office Supplies	0	2,000	0	2,000
6	680	080	651.104	Uncapitalized Equipment	0	0	0	0
7				Total Supplies & Other	0	2,000	0	2,000
8								
9								
10	680	080	685.100	Vehicles	0	0	0	0
11	680	080	687.100	Office Equipment	0	0	0	0
12				Total Capital Outlay	0	0	0	0
13								
14								
15	680	080	690.100	Transfers to General Fund/Payroll	8,000	8,000	8,000	8,000
16	680	080	690.650	Transfers For PA Training Fund	0	0	0	0
17				Total Transfers	8,000	8,000	8,000	8,000
18								
19				PROSECUTING ATTORNEY				
20				ADMINISTRATIVE HANDLING COST				
21				TOTAL EXPENDITURES	8,800	12,000	8,500	12,000

MUNICIPAL COURT

DEPARTMENTAL FUNCTIONS

The Franklin County Municipal Court handles violations of the Franklin County Code in the areas of traffic, building and health. All cases begin by the County Prosecuting Attorney filing a traffic ticket or a charge of the violation of the building or health code. Cases are opened by the clerk who accepts guilty pleas and collects fines and court costs. Defendants who plead not guilty are tried by the judge. If found not guilty, the defendant is discharged. If found guilty, the clerk collects the fine and costs. All fines and costs are paid to the Franklin County Treasurer for distribution.

MUNICIPAL COURT

	2018	2019	2019	2020
	Actual	Adopted Budget	Estimated By Dept.	Adopted Budget
1 Fund Balance, January 1	\$192,760	\$200,345	\$88,767	\$60,000
2				
3 Projected Revenues	598,175	734,075	608,775	608,775
4				
5 Estimated Expenditures	(162,168)	(129,177)	(128,486)	(128,464)
6				
7 Revenues Over (Under)				
8 Expenditures	436,007	604,898	480,289	480,311
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	(540,000)	(755,243)	(509,056)	(490,312)
13 Net Transfers In (Out)	(540,000)	(755,243)	(509,056)	(490,312)
14				
15 Fund Balance, December 31	\$88,767	\$50,000	\$60,000	\$50,000

REVENUE

Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
26	685	000	450.500 Municipal Court Costs	49,872	50,500	50,000	50,000
27	685	000	450.550 Municipal Court Fines	538,815	675,000	550,000	550,000
28	685	000	450.575 Municipal Court Bonds	0	0	0	0
29	685	000	450.580 Judicial Education	4,156	4,000	4,000	4,000
31			Total Fees Revenue	592,843	729,500	604,000	604,000
32							
33							
34	685	000	492.100 Interest	5,332	4,575	4,775	4,775
35			Total Investment Revenue	5,332	4,575	4,775	4,775
36							
37	685	000	498.100 Transfer from General	0	0	0	0
38			Total Transfers In	0	0	0	0

EXPENDITURES

	Fund	Dept.	Account No.	Description	2018 Actual	2019 Adopted Budget	2019 Estimated By Dept.	2020 Adopted Budget
1	685	685	611.100	Regular Wages	30,655	30,479	30,479	30,479
2	685	685	612.100	Part-Time Wages	27,292	29,361	30,228	26,361
3	685	685	613.100	FICA	4,272	4,578	4,644	4,348
4	685	685	614.100	Retirement-LAGERS	5,141	5,029	5,029	5,151
5	685	685	617.100	Life Insurance	60	60	65	65
6	685	685	617.200	Health Insurance	4,101	4,101	4,101	5,331
7	685	685	617.300	Dental Insurance	392	392	392	807
8	685	685	617.400	Vision Insurance	122	122	122	122
9				Total Personnel Services	72,035	74,122	75,060	72,664
10								
11								
12	685	685	623.100	Telephone	742	755	755	1,000
13	685	685	624.100	Postage & Freight	1,000	1,500	1,100	1,500
14	685	685	626.100	Maintenance & Repairs	53	200	0	200
15	685	685	629.125	Witness Expense	0	100	0	100
16	685	685	632.200	Contractual Services	76,603	46,800	46,800	46,800
17	685	685	634.100	Training	260	500	812	1,000
18				Total Services	78,658	49,855	49,467	50,600
19								
20								
21	685	685	651.100	Office Supplies	1,780	1,200	1,000	1,200
22	685	685	651.104	Uncapitalized Equipment	6,697	0	834	0
23	685	685	656.100	Printing & Binding	2,998	4,000	2,125	4,000
24				Total Supplies & Other	11,475	5,200	3,959	5,200
25								
26	685	685	687.100	Office Equipment	0	0	0	0
27				Total Capital Outlay	0	0	0	0
28								
29	685	685	690.100	Transfers to General Fund	540,000	755,243	509,056	490,312
30	685	685	690.620	Transfers to LESTF	0	0	0	0
31								
32								
33				MUNICIPAL COURT FUND				
34				TOTAL EXPENDITURES	702,168	884,420	637,542	618,776

BRUSH CREEK SEWER FUND

FUND FUNCTIONS

In 2006, Franklin County developed its first sewer district in the "First Class" County statutes. The Franklin County Commissioners serve as the board for the Brush Creek Sewer District. Loans and grants were obtained from the U.S. Department of Agriculture and Missouri Department of Natural Resources for a total of \$6,225,951. The sewer system was finished and placed into operation during 2007. Approximately 960 people between Gray Summit and Pacific are served by the district. In 2012, the County transferred the management of the district to Franklin County Water District #3.

BRUSH CREEK SEWER FUND

				2018	2019	2019	2020
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Net Position January 1	\$2,664,348	\$2,546,429	\$2,639,879	\$2,537,071
2							
3			Projected Revenues	504,642	455,800	493,000	493,000
4			Estimated Expenses	(479,111)	(576,262)	(539,808)	(591,212)
5							
6							
7			Change In Net Position	25,531	(120,462)	(46,808)	(98,212)
8							
9			Interfund Transfers In (Out)	(50,000)	(56,000)	(56,000)	(105,500)
10							
11			Net Position				
12			Net Investment in Capital				
13			Assest	\$2,238,956			
14			Restricted for Debt Service	\$232,269			
15			Unrestricted	\$168,654			
16			Total Net Position December 31	\$2,639,879	\$2,369,967	\$2,537,071	\$2,333,359
17							
18							
19							
20			REVENUE				
21							
22							
23	Fund	Dept.	Account	2018	2019	2019	2020
			No.	Actual	Adopted	Estimated	Adopted
			Description		Budget	By Dept.	Budget
24	800	000	441.187	0	0	0	0
			USDA Loan Revenue				
25	800	000	485.200	501,815	453,275	489,500	489,500
			Service Fees				
26	800	000	492.153	2,827	2,525	3,500	3,500
			Restricted Interest				
27			Total Revenue	504,642	455,800	493,000	493,000
28							
29							

BRUSH CREEK SEWER FUND

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted Budget</u>	<u>2019 Estimated By Dept.</u>	<u>2020 Adopted Budget</u>
1	800	638	621.100	Legal Fees	0	5,000	0	5,000
2	800	638	622.100	Accounting Fees	8,400	8,400	9,000	9,600
3	800	638	626.100	Maintenance & Repairs	23,922	40,000	26,500	40,000
4	800	638	627.100	Insurance	4,619	1,400	1,400	1,400
5	800	638	629.100	Other Professional Services	26,224	32,000	0	32,000
6	800	638	630.100	Utilities	6,212	6,500	6,500	6,500
7	800	638	632.200	Contractual Services	108,771	125,000	138,750	138,750
8				Total Services	178,148	218,300	182,150	233,250
9								
10	800	638	655.100	Business Expense	(58,499)	300	0	300
11	800	638	660.100	Other Supplies	5,508	0	0	0
12	800	638	662.100	Bad Debt Expense	31,833	10,000	9,996	10,000
13				Total Supplies & Other	(21,158)	10,300	9,996	10,300
14								
15	800	638	671.100	Principal Payments	58,498	58,500	58,500	58,500
16	800	638	672.100	Interest	130,561	156,100	156,100	156,100
17				Total Debt Service	189,059	214,600	214,600	214,600
18								
19	800	638	684.100	Improvements/Not Buildings	0	0	0	0
20								
21	800	638	699.998	Depreciation Expense	133,062	133,062	133,062	133,062
22				Total Other Expenses	133,062	133,062	133,062	133,062
23								
24				BRUSH CREEK SEWER FUND				
25				TOTAL EXPENDITURES	479,111	576,262	539,808	591,212
26								
27	800	638	690.100	Transfer to General Fund		6,000	6,000	6,000
28	800	638	690.500	Transfer to Community Development	50,000	50,000	50,000	0
29	800	638	690.450	Transfer to Building Fund	0	0	0	99,500



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Report

**IN THE MATTER OF
APPROVING THE CONSENT
AGENDA AND ALL THE
ITEMS LISTED THEREON**

WHEREAS, in the course of the daily operation of county government certain routine actions are necessary; and

WHEREAS, certain of the routine items referred to above involve either the issuance of licenses, the receipt of funds or the authorization of accounts payable and/or abstract of fees; and

WHEREAS, the approval of such routine matters can be approved through the use of a "Consent Agenda"; and

WHEREAS, in order to afford a better record of what has been approved through the use of the Consent Agenda it has been determined that it would be appropriate to pass a commission order weekly which approves all items contained in the Consent Agenda.

IT IS THEREFORE ORDERED by the County Commission of Franklin County that the Consent Agenda for December 31, 2019 addressing the below listed items is hereby approved, to wit:

Fees:

- Liquor Licenses:** Union Area Chamber of Commerce – 02.29.20
- T's Liquor Lane, LLC – 01.18.20
- Union Area Chamber of Commerce – 1.11.20

Auctioneer License:

- Other:** New Haven Special Road District – 09.01.18 - 08.31.19

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District

APPLICATION FOR COUNTY LIQUOR LICENSE

12/18/2019
(Date)

TO THE HONORABLE COUNTY COMMISSION OF FRANKLIN COUNTY, MISSOURI:

Name of State Applicant / Managing Officer Tammy L. Mitchell

Company T'S Liquor Lane, LLC

D/B/A (Business Name) T's Liquor Lane

The undersigned hereby makes application for a license to be granted by the County Commission of the aforesaid County for the sale of:

For a Catering or Picnic License – Date and Place of Event Jun 18, 2020 St. Joseph Neier

For a Catering or Picnic License – Address of Event 2401 Neier Rd., Union, MO 63084

All other Licenses – List what type of License applying for: _____

1510 Denmark Rd Union MO 63084
Business Address City State Zip Code

SAME
Mailing Address (if different than Business Address) City State Zip Code

I, hereby certify that I am a qualified legal voter and taxpaying citizen of the State of Missouri and of good moral character and that I have not been convicted since the ratification of the 21st amendment to the Constitution of the United States of a violation of the provisions of any law of the State of Missouri relating to the manufacture or sale of intoxication or non-intoxication liquor, or has any license for the sale of intoxicating or non-intoxication liquor heretofore issued to me been revoked, nor do I employ any person who has been convicted of such violations or whose license has been so revoked; that I am able to furnish bond to the State of Missouri in the sum required by law for the performance of my duties as such licensed seller of intoxicating or non-intoxication liquor. That no distiller, wholesaler, winemaker or brewer or the employee, officer or agent of such, has directly or indirectly financially furnished me with financial aid, money or credit except ordinary commercial credit for the transaction of my business or is directly or indirectly financially interested in said business.

It is expressly understood and agreed by me that any license issued hereunder shall not be effective until I shall have applied for and been granted a license by the Supervisor of Liquor Control of the State of Missouri and shall have applied for and been granted a license by the above mentioned city, if such license be required by ordinance. It is also expressly understood and agreed that the license theretofore granted to me by the County Commission may be revoked by said Commission at any time upon proper showing of any violation by me or my employees of any law of the State of Missouri or of any regulation, ordinance or rule of aforesaid City concerning said business of selling intoxication or non-intoxication liquors and upon revocation thereof I shall not be entitled to the refund in whole or in part of the fee paid for this license.

The undersigned applicant affirms that they will comply with the state and federal government immigration employment laws and verify the employment eligibility of all employees of the Applicant by using the E-verify system created by the federal government for use in confirming employment eligibility by employers.

I hereby tender the sum of \$ 13⁰⁰ as payment of the fee required by this license.

Tammy L. Mitchell
Signature of State Applicant / Managing Officer

(636) 584-8969 talallane@aol.com
Phone Number / Email Address

Return and Make Check Payable to:
Franklin County Clerks Office
400 E Locust, Room 201
Union, MO 63084
LATE FEE \$25 PER MONTH
LATE RENEWAL
Questions call 636-583-6355

[Signature]
(County Clerk signature)

R F A B S In Office Use # 26

APPLICATION FOR COUNTY LIQUOR LICENSE

12/9/19 (Date)

TO THE HONORABLE COUNTY COMMISSION OF FRANKLIN COUNTY, MISSOURI:

FILED
TAM BAKER

Name of State Applicant / Managing Officer Amanda Day

DEC 26 2019

Company Union Area Chamber of Commerce

CLERK THE COUNTY COMMISSION
FRANKLIN COUNTY, MO.

D/B/A (Business Name) Union Area Chamber of Commerce

DEPUTY

The undersigned hereby makes application for a license to be granted by the County Commission of the aforesaid County for the sale of:

For a Catering or Picnic License - Date and Place of Event 1/11/20 City of Union Auditorium

For a Catering or Picnic License - Address of Event 500 E. Locust Union MO 63084

All other Licenses - List what type of License applying for: _____

103 S. Oak St. Union MO 63084
Business Address City State Zip Code

same _____
Mailing Address (if different than Business Address) City State Zip Code

I, hereby certify that I am a qualified legal voter and taxpaying citizen of the State of Missouri and of good moral character and that I have not been convicted since the ratification of the 21st amendment to the Constitution of the United States of a violation of the provisions of any law of the State of Missouri relating to the manufacture or sale of intoxication or non-intoxication liquor, or has any license for the sale of intoxicating or non-intoxication liquor heretofore issued to me been revoked, nor do I employ any person who has been convicted of such violations or whose license has been so revoked; that I am able to furnish bond to the State of Missouri in the sum required by law for the performance of my duties as such licensed seller of intoxicating or non-intoxicating liquor. That no distiller, wholesaler, winemaker or brewer or the employee, officer or agent of such, has directly or indirectly financially furnished me with financial aid, money or credit except ordinary commercial credit for the transaction of my business or is directly or indirectly financially interested in said business.

It is expressly understood and agreed by me that any license issued hereunder shall not be effective until I shall have applied for and been granted a license by the Supervisor of Liquor Control of the State of Missouri and shall have applied for and been granted a license by the above mentioned city, if such license be required by ordinance. It is also expressly understood and agreed that the license theretofore granted to me by the County Commission may be revoked by said Commission at any time upon proper showing of any violation by me or my employees of any law of the State of Missouri or of any regulation, ordinance or rule of aforesaid City concerning said business of selling intoxication or non-intoxicating liquors and upon revocation thereof I shall not be entitled to the refund in whole or in part of the fee paid for this license.

The undersigned applicant affirms that they will comply with the state and federal government immigration employment laws and verify the employment eligibility of all employees of the Applicant by using the E-verify system created by the federal government for use in confirming employment eligibility by employers.

I hereby tender the sum of \$ 28 as payment of the fee required by this license.

Amanda Day
Signature of State Applicant / Managing Officer

6365838979 director @ Union chamber.
Phone Number / Email Address org

Subscribed and sworn before me this 23 day of December, 2019

Return and Make Check Payable to:
Franklin County Clerks Office
400 E Locust, Room 201
Union, MO 63084
LATE FEE \$25 PER MONTH
LATE RENEWAL
Questions call 636-583-6355

Tamara Weinhold
(County Clerk or Public Notary Signature)



TAMARA WEINHOLD
My Commission Expires
October 17, 2020
Franklin County
Commission #16020527

R F A B S In Office Use # 20

APPLICATION FOR COUNTY LIQUOR LICENSE

12/5/19 (Date)

TO THE HONORABLE COUNTY COMMISSION OF FRANKLIN COUNTY, MISSOURI

FILED
TIM BAKER

Name of State Applicant / Managing Officer Amanda Day

DEC 11 2019

Company Union Area Chamber of Commerce

CLERK OF THE COUNTY COMMISSION
FRANKLIN COUNTY, MO.

D/B/A (Business Name) Union Area Chamber of Commerce

DEPUTY

The undersigned hereby makes application for a license to be granted by the County Commission of the aforesaid County for the sale of:

For a Catering or Picnic License - Date and Place of Event 2/29/20 Union Senior Center

For a Catering or Picnic License - Address of Event 1329 Union Ave Union, Mo 63084

All other Licenses - List what type of License applying for: _____

103 S. Oak St. Union Mo 63084
Business Address City State Zip Code

same
Mailing Address (if different than Business Address) City State Zip Code

I, hereby certify that I am a qualified legal voter and taxpaying citizen of the State of Missouri and of good moral character and that I have not been convicted since the ratification of the 21st amendment to the Constitution of the United States of a violation of the provisions of any law of the State of Missouri relating to the manufacture or sale of intoxication or non-intoxication liquor, or has any license for the sale of intoxicating or non-intoxication liquor heretofore issued to me been revoked, nor do I employ any person who has been convicted of such violations or whose license has been so revoked; that I am able to furnish bond to the State of Missouri in the sum required by law for the performance of my duties as such licensed seller of intoxicating or non-intoxication liquor. That no distiller, wholesaler, winemaker or brewer or the employee, officer or agent of such, has directly or indirectly financially furnished me with financial aid, money or credit except ordinary commercial credit for the transaction of my business or is directly or indirectly financially interested in said business.

It is expressly understood and agreed by me that any license issued hereunder shall not be effective until I shall have applied for and been granted a license by the Supervisor of Liquor Control of the State of Missouri and shall have applied for and been granted a license by the above mentioned city, if such license be required by ordinance. It is also expressly understood and agreed that the license theretofore granted to me by the County Commission may be revoked by said Commission at any time upon proper showing of any violation by me or my employees of any law of the State of Missouri or of any regulation, ordinance or rule of aforesaid City concerning said business of selling intoxication or non-intoxication liquors and upon revocation thereof I shall not be entitled to the refund in whole or in part of the fee paid for this license.

The undersigned applicant affirms that they will comply with the state and federal government immigration employment laws and verify the employment eligibility of all employees of the Applicant by using the E-verify system created by the federal government for use in confirming employment eligibility by employers.

I hereby tender the sum of \$ 28 as payment of the fee required by this license.

Amanda Day
Signature of State Applicant / Managing Officer

6365835879
Phone Number / Email Address

Subscribed and sworn before me this 9 day of December, 20 19

Return and Make Check Payable to:
Franklin County Clerks Office
400 E Locust, Room 201
Union, MO 63084
LATE FEE \$25 PER MONTH
LATE RENEWAL
Questions call 636-583-6355

Tamara A. Weinholt
(County Clerk or Public Notary Signature)



TAMARA A WEINHOLD
My Commission Expires
October 17, 2020
Franklin County
Commission #18020527

R V F A B S In Office Use #25



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, December 31, 2019
Contract/Agreements

**IN THE MATTER OF APPROVING AND
AUTHORIZING THE EXECUTION OF AN
APPLICATION FOR EVANSTON INSURANCE
COMPANY TO PROVIDE PROFESSIONAL
LIABILITY INSURANCE**

WHEREAS, Shaukat Thanawalla, M.D. provides medical services to the Franklin County Health Department; and

WHEREAS, since Shaukat Thanawalla, M.D. is an independent health care provider it is necessary that Franklin County obtain professional liability insurance to cover any potential liability of Franklin County; and

WHEREAS, it is the desire and necessity of the Franklin County Health Department to submit an application for professional liability insurance to Evanston Insurance Company; and

WHEREAS, the cost of the professional liability insurance shall not exceed \$5,250.00 annually.

IT IS THEREFORE ORDERED that the Application with Evanston Insurance Company is hereby approved and that Dr. Shaukat Thanawalla, M.D. is authorized to execute the application.

IT IS FURTHER ORDERED that a copy of this Order be provided to Evanston Insurance Company; to Angie Hittson, Health Department Director; and to Ann Struttman, Purchasing Agent.

Presiding Commissioner

Commissioner of 1st District

Commissioner of 2nd District



- Evanston Insurance Company
- Markel American Insurance Company
- Markel Insurance Company

APPLICATION FOR CLINICS (MEDICAL, DENTAL, PUBLIC HEALTH, MENTAL HEALTH, OTHER) PROFESSIONAL LIABILITY INSURANCE

NOTICE: The policy for which application is made provides coverage on a "CLAIMS MADE" basis. Please read the policy carefully. If space is insufficient to answer any question fully, attach a separate sheet.

I. GENERAL INFORMATION

1. (a) Full name of Applicant: _____
- (b) Principal practice address: _____
 _____ (Street) _____ (County)
 _____ (City) _____ (State) _____ (Zip)
- (c) Location: Stand alone _____ Hospital _____ School _____ Correctional Facility _____ Other _____
- (d) (i) Phone: _____
 (ii) E-Mail Address: _____ (iii) Website Address: _____
- (e) Date Established: _____
 Attached a proforma business plan if the Applicant is newly established.

2. Applicant is a:
 - professional corporation joint venture
 - limited liability company professional association
 - other _____ partnership

3. Name(s) of all partners or members of the clinic who provide professional services: _____

4. Does any owner, partner or director operate or administer, wholly or in part, any hospital, nursing home or other institution where medical services are rendered? [] Yes [] No
 If Yes, provide details, including name, location, size and number of beds. _____

5. Is the Applicant a "Covered Entity" under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule? [] Yes [] No
 If Yes,
 (a) Has the Applicant implemented procedures to comply with the HIPAA Privacy Rule?..... [] Yes [] No
 (b) Provide the name and title of the Applicant's Privacy Officer. _____
 Our Business Associate Agreement is available at <https://www.markelcorp.com/US-Insurance/HIPAA>. This is the only Business Associate Agreement we will recognize.

II. OPERATIONS

1. Days/hours of operation: _____
2. (a) Provide the name and specialty of the Applicant's Medical Director: _____
 (b) Does the Applicant's Medical Director have direct patient contact? [] Yes [] No
 (c) Is the Applicant's Medical Director full-time or part-time? _____
3. Applicant's professional specialty: _____

4. Provide the percentage of patients/clients:

Bariatrics _____%	Holistic medicine _____%	Sleep Disorders _____%
Communicable Disease _____%	Obstetrical _____%	Stress Testing _____%
Correctional Medicine _____%	Oncology _____%	Students _____%
Dental _____%	Pain Management _____%	Substance Abuse _____%
Disability Evaluation _____%	Pediatric _____%	Surgical _____%
Family Planning _____%	Physical Rehabilitation _____%	Urgent Care _____%
Free Clinic _____%	Psychiatric _____%	
Hemodialysis _____%	Research or Experimental _____%	

5. List all Locations where Applicant is registered and licensed to operate:

Location 1: _____

Location 2: _____

Location 3: _____

Location 4: _____

6. Name(s) and location(s) of any hospital or medical facility that the Applicant refers in practice: _____

7. Has the Applicant's state license, registration or certification, or certification for federal reimbursement ever been limited, revoked, suspended, refused, cancelled or voluntarily surrendered?..... [] Yes [] No
If Yes, provide details. _____

8. List all accreditations and association memberships held by Applicant's facility and include a copy of the most recent report: _____

9. Does the Applicant currently participate in or plan to participate in a state patient compensation fund, health care stabilization fund or other governmentally established malpractice liability funding mechanism? [] Yes [] No

10. Is the Applicant "deemed" under the Federal Tort Claims Act ("FTCA")? [] Yes [] No
If Yes, what percentage of services are provided under the FTCA? _____

11. Does the Applicant or any of its employees or independent contractors provide services for correctional facilities, such as a jail, detention center, prison, etc.? [] Yes [] No

12. Applicant's Gross Revenues:

	<u>Last Twelve Months</u>	<u>Next Twelve Months</u>
Fee for Service	\$ _____	\$ _____
Medicare/Medicaid Funds	\$ _____	\$ _____
Research	\$ _____	\$ _____
Other (describe)	\$ _____	\$ _____
TOTAL GROSS REVENUES	\$ _____	\$ _____

13. Number of outpatient/client visits:

	<u>Last Twelve Months</u>	<u>Next Twelve Months</u>
Clinics	_____	_____
Laboratory	_____	_____
X-ray/Imaging	_____	_____
Pharmacy	_____	_____
TOTAL VISITS:	_____	_____

NOTE: If Applicant provided services for correctional facilities, provide number of inmates: _____

14. Does the Applicant maintain any beds for overnight occupancy:

(a) On the Applicant's premises? [] Yes [] No

If Yes,

(i) No. of beds: _____

(ii) Attach a copy of license and an explanation including protocols for on site 24 hour staffing.

- (b) Off the Applicant's premises? [] Yes [] No
 If Yes,
 (i) No. of beds: _____
 (ii) Attach a copy of license and an explanation including protocols for on site 24 hour staffing.

III. STAFF

1. Indicate the number of professional employees, independent contractors and volunteers. If None, state None.

	Employees		Independent Contractors		Volunteers	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Physicians: No surgery (other than incision of boils, suturing of skin) or obstetrical procedures						
Physicians: Minor surgery or obstetrical procedures not constituting major surgery						
Anesthesiologists						
Obstetrics-Gynecologists						
Oncologists						
Ophthalmologists						
Urologists						
Dentists						
Chiropractors						
Nurse Anesthetists						
Nurse Practitioners						
Optometrists						
Pharmacists						
Physician Assistants						
Podiatrists						
Psychologists						
RNs/LPNs/LVNs						
Social Workers						
Other(describe):						

NOTE: If the Applicant requires any of the above to be Insureds, submit a separate application for each such individual.

2. Are all of the above persons licensed in accordance with applicable state and federal regulation?..... [] Yes [] No
 If No, attach explanation.
3. Do all professional staff maintain a Professional Liability Insurance Policy? [] Yes [] No
 If Yes, what are the minimum limits of liability that the Applicant requires?
 \$ _____ each claim / \$ _____ aggregate

IV. PROFESSIONAL SERVICES

1. Does the Applicant's employees or independent contractors:
- (a) Perform any minor surgery other than incision of boils and superficial abscesses or suturing skin and superficial fascia? [] Yes [] No
 If Yes, list all minor/invasive procedures _____
- (b) Perform any anti-aging procedures, including Botox or other injectables? [] Yes [] No
 If Yes, complete a Supplement for Medical Spa/Anti-Aging Clinics (SM31001).

- (c) Perform abortions and/or menstrual extractions?..... [] Yes [] No
If the Applicant provides pregnancy termination complete a Supplement for Abortion Centers (SM31002)
 - (d) Perform any experimental procedures or research testing? [] Yes [] No
If Yes, are they FDA approved? [] Yes [] No
If No, attach a description.
 - (e) Perform any chelation therapy services? [] Yes [] No
If Yes, explain: _____
 - (f) Administer anesthesia other than topical or local infiltration? [] Yes [] No
If Yes, attach detailed explanation.
 - (g) Use drugs for weight reduction for patients? [] Yes [] No
If Yes, attach list of drugs used and percentage of practice devoted to weight reduction;
frequency and duration of prescriptions or weight reduction drugs and quantity dispensed.
 - (h) Administer any methadone treatment? [] Yes [] No
If Yes,
(i) Provide the number of treatments during the:
Last 12 months _____ Next 12 months _____
(ii) Attach a description of treatment and controls used.
 - (i) Provide teleradiology services? [] Yes [] No
If Yes, provide description of services and for whom services are provided. _____
 - (j) Offer professional advice to the public via the internet, newspapers or broadcasts? [] Yes [] No
If Yes, provide details. _____
 - (k) Advertise professional services in any manner other than a simple listing in a telephone directory?.... [] Yes [] No
If Yes, attach a copy of all advertisements.
2. Does the Applicant use a collection agency: [] Yes [] No
If Yes,
(i) Name of agency: _____
(ii) Does the agency have authority to file a collection suit on behalf of the Applicant? [] Yes [] No

V. CLAIMS AND HISTORY

1. Has the Applicant or any of its employees ever:
- (a) Been the subject of disciplinary or investigatory proceedings or reprimand by a licensing, administrative or governmental agency? [] Yes [] No
 - (b) Been convicted for an act committed in violation of any law or ordinance including traffic offenses? [] Yes [] No
If Yes, provide details. _____
 - (c) Been evaluated or treated for alcoholism or drug addiction or mental or mental or emotional disorders? [] Yes [] No
If Yes, provide details. _____
 - (d) Had any professional license or license to prescribe or dispense narcotics been denied, limited, refused, suspended, revoked, renewal refused or accepted only on special terms or has the Applicant or any of its employees voluntarily surrendered any professional license? [] Yes [] No
If Yes, provide details. _____
2. Has any claim or suit for malpractice ever been made against the Applicant or any person proposed for this insurance? [] Yes [] No
If Yes,
(i) How many? _____
(ii) Provide details. _____
3. Has any claim or suit for malpractice ever been made against the Applicant or any person proposed for this insurance that has not been reported to the Applicant's current or prior insurer? [] Yes [] No
If Yes, explain. _____
4. Is the Applicant or any person proposed for this insurance aware of any act, error, omission, fact, circumstance, or records request from any attorney which may result in a malpractice claim or suit?.. [] Yes [] No
If Yes,
(i) How many? _____
(ii) Provide details. _____

5. Has any insurer cancelled, rescinded, nonrenewed or declined any similar insurance for the Applicant, its predecessors, subsidiaries, affiliates, employees and/or for any other person or entity proposed for his insurance in the last five years? Yes [] No []
 If Yes, attach a copy of such insurer's notice.

6. List prior Professional Liability Insurance for each of the last five (5) years, including the current year:
 If None, check here. []

Ins Company	Limits of Liability	Premium	Eff./Exp. Dates	Claims Made or Occurrence Form	Retroactive Date

7. List prior General Liability Insurance for each of the last five (5) years, including the current year:

Ins Company	Limits of Liability	Premium	Eff./Exp. Dates	Claims Made or Occurrence Form	Retroactive Date

VI. GENERAL LIABILITY (To be completed by the Applicant if applying for General Liability)

1. Complete the following for each of the Applicant's facilities:

Location Number	Name of Facility	Address	Description of Facility	Does the Applicant Maintain a Garage? (Yes/No)	Is There an Adjacent Exposure? (Yes/No)
1					
2					
3					

2. Complete the following for each of the Applicant's locations:

	Location 1	Location 2	Location 3	Location 4
Square Footage*				
Year Built				
Year Remodeled				
Number of Stories				
Type of Construction (frame, brick, concrete)				
Percentage of Building Occupied by Applicant				
Other occupants? (Yes/No)				

*Include square footage of parking facilities if owned or rented by the Applicant.

3. Are all of the Applicant's locations equipped with:

- (a) Complete Sprinkler System? [] Yes [] No
- (b) At least two clearly marked exits on each floor? [] Yes [] No
- (c) Self-closing fire doors on each floor? [] Yes [] No

- (d) Automatic fire alarm system connected to a local fire department? [] Yes [] No
- (e) Smoke detectors? [] Yes [] No
- (f) Emergency electrical system? [] Yes [] No
- (g) Heat sensors? [] Yes [] No
- (h) Fire escape(s)? [] Yes [] No
- (i) Posted emergency evacuation procedures? [] Yes [] No
- (j) Properly maintained fire extinguishers? [] Yes [] No

If any of the above are answered No, provide details by attachment.

- 4. Does the Applicant have a written safety program in place? [] Yes [] No
If Yes, attach a copy of the written safety program.
- 5. Does the Applicant have written procedures for incident reporting? [] Yes [] No
- 6. Do any of the Applicant's locations have any:
 - (a) Exposure to flammables, explosive, chemicals? [] Yes [] No
 - (b) Catastrophe exposure? [] Yes [] No
 - (c) Exposure to radioactive materials? [] Yes [] No
- 7. Do any of the Applicant's operations involve storing, treating, discharging, applying, disposing, or transporting hazardous materials? [] Yes [] No
- 8. Does the Applicant sell or lease any medical equipment or products to patients/clients or others in connection with Applicant's operation? [] Yes [] No
If Yes, Total Annual Sales \$ _____
Total Annual/Lease Rental Receipts \$ _____
- 9. Does the Applicant:
 - (a) Loan or rent machinery or equipment to others? [] Yes [] No
 - (b) Own any elevators or escalators? [] Yes [] No
 - (c) Own or rent any parking facility? [] Yes [] No
 - (d) Provide any recreational facility? [] Yes [] No
 - (e) Have a swimming pool on the premises? [] Yes [] No
 - (f) Sponsor any sporting or social events? [] Yes [] No
- 10. Has any claim for General Liability ever been made against any person(s) or entity(ies) proposed for this insurance? [] Yes [] No

If Yes, answer the following:

Provide three year loss history for claims under \$100,000 Loss and Expense and ten years for claims \$100,000 and greater. Attach further sheets if needed.

Date of Occurrence	Date Claim Made	Description of Loss	Amount of Loss Reserved and Paid	Amount of Expenses Reserved and Paid	Open (O) or Closed (C)

- 11. Is (are) any person(s) or entity(ies) proposed for this insurance aware of any fact, circumstance or situation which may result in a General Liability claim, such that would fall under the proposed insurance? [] Yes [] No
If Yes, provide details for each incident. _____

VII. ADDITIONAL INFORMATION

As part of this Application attach the following:

- 1. A CV of Medical Director including specialty and board certification.
- 2. Five (5) years of currently valued Professional Liability Insurance and General Liability Insurance claim runs from current and prior insurers or complete a Supplemental Claim Information form (SM6236) for each claim.
- 3. A list of any activities or procedures performed that are not otherwise described in this Application.

